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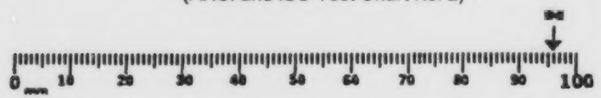

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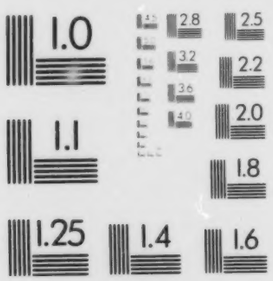

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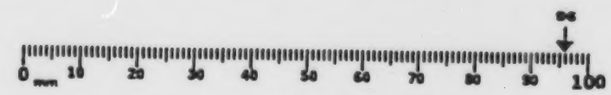

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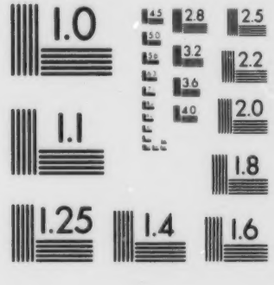

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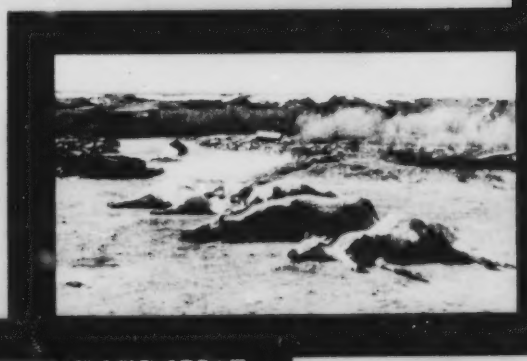

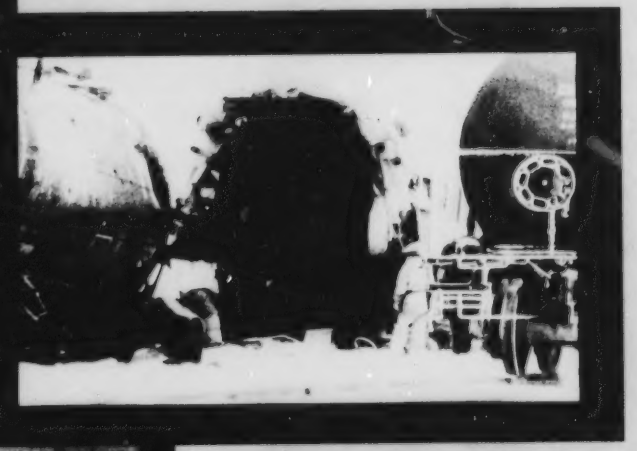

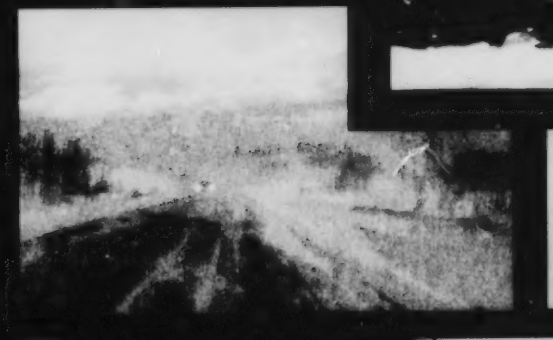

Alberta

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ALBERTA EMERGENCY PLAN

PART I - EMERGENCY PLAN - GENERAL

PART II - EMERGENCY PREPAREDNESS LEGISLATION

PART III - EMERGENCY RESPONSE GUIDELINES

PART IV - EXECUTIVE SUMMARIES, PROVINCIAL EMERGENCY RESPONSE PLANS

PART V - EXECUTIVE SUMMARIES, NATIONAL EMERGENCY ARRANGEMENTS

Plan Administration

FOREWORD

The incidence of disasters and emergencies arising from natural and human causes is a constant reminder of the need for emergency preparedness.

The initial government response to an emergency or disaster in Alberta is a municipal responsibility. There will be occasions, however, when assistance may have to be provided by the Alberta government, the federal government, non-governmental organizations, and the private sector. By their very nature, disasters and emergencies can generate confusion in the responsibilities and roles of responding agencies. Much of this confusion can be prevented by implementing prudent preparedness measures, in particular joint planning, and by validating resultant plans and procedures.

The Alberta Emergency Plan provides a provincial framework for this planning by describing the arrangements for providing and coordinating assistance and providing guidelines for departments and agencies when the response requires provincial resources. This plan will also be of value in assisting a local authority to review and implement its Municipal Emergency Plan.

The plan consists of five parts:

Part I outlines the basic plan and structure for responding to disasters and emergencies. It describes the responsibilities of local authorities, provincial departments, federal departments, and non-governmental organizations.

Part II contains the Disaster Services Act and related Regulations.

Part III outlines emergency response guidelines for hazards of greatest concern to the government which may require provincial government involvement. (The plan may nevertheless be applied to all hazards, as it is a generic model.)

Part IV describes provincial emergency response support plans.

Part V describes National Emergency Arrangements.

The Plan Administration section includes the distribution of the plan and a record of amendments.

Walter Paszkowski

Walter Paszkowski
Minister Responsible for
Administration of the Alberta Disaster Services Act

Nov. 6/00

Date

ALBERTA EMERGENCY PLAN

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PART I

EMERGENCY PLAN – GENERAL

EMERGENCY PLAN - GENERAL

PURPOSE

The purpose of this plan is to ensure the Government of Alberta can respond in a prompt and coordinated manner to disasters and emergencies.

AUTHORITY

This plan is issued under the Disaster Services Act, RSA 1980, Chapter D-36, with amendments in force as of November 1, 1995. Emergency preparedness legislation is in Part II of this plan.

DEFINITIONS

For the purpose of this plan:

- "**Act**" means the *Disaster Services Act* as amended from time to time.
- "**Branch**" means the Disaster Services Branch of the Department of Municipal Affairs
- "**Declaration of a State of Emergency**" means an order of the Lieutenant Governor in Council under Section 15 of the Act.
- "**Declaration of a State of Local Emergency**" means a resolution or order of a local authority under Section 18 of the Act.
- "**Department**" means a department of the government established under the *Government Organization Act*, and a board, commission, or agency that is established by or under an enactment that is under the administration of a Minister.
- "**Disaster**" means an event that results in serious harm to the safety, health, or welfare of people or in widespread damage to property.
- "**Emergency**" means a present or imminent event that requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of people or to limit damage to property.
- "**Emergency preparedness**" means the planning, exercising, and education necessary to achieve a state of readiness for disasters and emergencies.
- "**Government**" means the Government of Alberta.

- "**Local authority**" means

  (i) the council of a city, town, village, or municipal district;

  (ii) in the case of an improvement district or special area, the Minister of Municipal Affairs;

  (iii) the settlement council of a settlement under the Metis Settlement Act;

  (iv) the park superintendent of a national park or his delegate where an agreement is entered into with the Government of Canada under section 6(b) [of the Act] in which it is agreed that the park superintendent is a local authority for the purposes of the Act; or

  (v) the band council of an Indian band where an agreement is entered into with the Government of Canada under section 6(b) [of the Act] in which it is agreed that the band council is a local authority for the purposes of the Act.

- "**Minister**" means the member of the Executive Council charged by the Lieutenant Governor in Council with the administration of the Disaster Services Act.

- "**Municipality**" means the area comprising a city, town, village, county municipal district, improvement district or special area and includes

  (i) the settlement area of a settlement under the Metis Settlement Act;

  (ii) the area comprising a national park where an agreement is entered into with the Government of Canada under section 6(b) [of the Act] in which it is agreed that the park superintendent is a local authority for the purposes of the Act; and

  (iii) the area comprising an Indian reserve where an agreement is entered into with the Government of Canada under section 6(b) [of the Act] in which it is agreed that the band council is a local authority for the purposes of the Act.

- "**National emergency**" means (federal planning document definition) an urgent and critical situation of a temporary nature that

  (i) seriously endangers the lives, health, or safety of Canadians and is of such proportions or nature as to exceed the capacity or authority of a province to deal with it, or

(ii) seriously threatens the ability of the Government of Canada to preserve the sovereignty, security, and territorial integrity of Canada and that cannot be effectively dealt with under any other law of Canada.

- **"National Emergency Arrangements"** means arrangements between all orders of government and between government and the private sector to ensure cooperative and effective use of Canada's resources in time of national emergencies.

SCOPE

This plan provides direction and guidance for the government's response to an emergency or disaster. A response could involve a single department, or could be a coordinated response by many agencies, including federal departments and non-governmental organizations. This plan describes the basic concept and structure for preparing for and responding to disasters and emergencies, and the responsibilities of local authorities and government departments.

IMPLEMENTATION

This plan may be implemented in whole or in part when an emergency or a disaster has occurred or threatens to occur. Implementation may be authorized by the Minister or his designate.

EMERGENCY RESPONSE CONCEPT

An individual affected by an emergency is expected to have taken prudent precautionary measures beforehand, and to provide the initial response.

When an emergency is of a type or magnitude that exceeds an individual's capabilities, the local authority is the next level to respond. When the local authority's capacity to deal with an emergency using integral and regional resources is exceeded or is likely to be, provincial assistance may be requested or offered.

The Lieutenant Governor in Council may impose provincial control of a response by declaration of a State of Emergency.

Should provincial capability be exceeded, the government may request assistance from the Government of Canada. The federal government, in consultation with Alberta and other affected provinces, may also determine a requirement to declare a national emergency under the Emergencies Act. Such a declaration makes available the resources of the nation through national emergency arrangements.

Given the nature of emergencies and disasters, the emergency response concept will function best when there has been joint planning. It will enhance the success of a response if arrangements have been established among neighbouring municipalities; municipal, provincial, and federal authorities; non-governmental organizations; and the private sector for the timely and effective use of resources.

RESPONSIBILITIES

Municipal. Local authorities are responsible to:

- develop and maintain municipal emergency plans, which can be based on a model plan developed by the Branch
- inform the Branch of an emergency and possible requirements for assistance
- implement emergency plans and use all municipal and mutual aid resources
- request assistance from the government in accordance with established guidelines
- declare a State of Local Emergency under Section 18 of the Act if the situation warrants it
- control municipal emergency operations unless the government assumes control by declaring a State of Emergency under Section 15 of the Act.

Provincial. Provincial authorities are responsible to:

- maintain the Alberta Emergency Plan
- implement plans for a coordinated provincial response to emergencies
- coordinate assistance when the local authority requests action by provincial departments or when the emergency is clearly beyond the capability of the local authority
- assume control of the response when the Lieutenant Governor in Council has declared a State of Emergency
- coordinate provision of federal assistance
- in mutually-agreed circumstances, conduct emergency operations in National Parks, Indian Reserves, or on other properties under federal jurisdiction.

Departmental. Departments are responsible to:

- maintain departmental emergency plans including business resumption plans and provide a copy of them to the Branch

- provide input to the Alberta Emergency Plan
- respond directly to emergencies when the department has a specific responsibility
- provide departmental resources identified in Annex A to this plan in an emergency or disaster
- respond as part of a coordinated provincial response in accordance with this plan
- prepare departmental post-emergency reports.

DECLARATION OF A STATE OF EMERGENCY

In the event of an emergency or disaster, the Lieutenant Governor in Council may make an order for a declaration of a State of Emergency for all or any part of Alberta in accordance with the Disaster Services Act.

The declaration of a State of Emergency will be communicated to the residents of the affected area immediately after declaration.

A declaration is valid for up to 14 days unless continued by a Resolution of the Legislative Assembly.

EMERGENCY RESPONSE STRUCTURE

General. The local authority is the first level of government to respond to an emergency or disaster. The degree of response by other levels of government and the private sector should be tailored to the local authority's capabilities and needs. The establishment of an Emergency Operations Centre (EOC) by any of the responding organizations will be dictated by the magnitude of the incident, the nature and scope of the response, and the need for public and media communications activities.

Emergency Response Levels. As shown in Annex B, local authorities plan for three levels of emergency response, in increasing order of magnitude:

- **Level I**. This response is for an incident of limited community impact which the local authority can manage within its emergency response capabilities. The incident may be of short or extended duration. Provincial departments may attend for regulatory requirements. A representative of Disaster Services Branch may attend in a liaison officer capacity (the functions of a liaison officer are given in a subsequent paragraph). The local authority, and industry if the incident occurs on an industrial site, may create on-site command posts to manage the immediate response. The municipal EOC may be activated to some degree. Although Disaster Services Branch will usually be informed of an incident, it is unlikely that the Branch would activate the Government Emergency Operations Centre (GEOC).

- **Level II**. This response is for an incident of high community impact. In addition to normal emergency responders, the local authority will mobilize elements of its emergency response coordination capability, and may request some external assistance. The local authority and industry if relevant will establish on-site command posts, and may also activate EOCs. A Disaster Services Officer will normally go to the municipal EOC as a liaison officer and to provide advice if required. Other levels of government may choose to activate EOCs. The GEOC may be partially activated.

- **Level III**. This response is for an incident of extended duration and high community impact. The local authority will fully activate its Municipal Emergency Plan and can be expected to request assistance from government, non-governmental organizations, and the private sector. The local authority and industry if relevant would activate EOCs. A Disaster Services Officer would be in the municipal EOC as a liaison officer and to provide advice if required. The GEOC will normally be activated.

Government Emergency Operations Centre. The provincial Government Emergency Operations Centre (GEOC) will have the necessary personnel, facilities, and communications for the coordination of a provincial response. This should not be confused with the usual operations of the department that may be controlled from other departmental facilities. The Executive Director, Disaster Services Branch, will activate the GEOC. GEOC general operating procedures are in Annex C.

Operations Staff. The Operations staff will include Disaster Services Branch staff, other Municipal Affairs staff as appropriate, Communications staff, and representatives from departments involved in the response. It may include representatives from federal agencies, non-governmental organizations, and the private sector. The staff will normally work from the GEOC.

Liaison Officers. While the control of municipal emergency operations rests with the local authority, a liaison officer from Disaster Services Branch may be dispatched to assist municipal officials. Other departments may also be requested to provide liaison officers. The duties of a liaison officer are in Annex D.

On-Site Provincial Response Teams. Provincial response teams may be established to provide dedicated and specialized advice and assistance to the local authority. However, the local authority will normally retain control of emergency response activities.

EMERGENCY RESPONSE PROCEDURES

General. Prompt and coordinated action by provincial departments and other responding organizations is necessary for an effective provincial response.

Notification. Municipalities and departments must notify the Branch of potential or actual emergencies at the earliest possible moment. This will provide other departments, organizations and municipalities some time to prepare their response activities.

- The Branch may be notified of an actual or potential emergency by a local authority. The Branch will in turn inform the Emergency Planning Officers of those departments likely to be involved. The affected municipality or the Branch may also have activated the Alberta Emergency Public Warning System.

- A department receiving the initial notification through its field staff must inform the Branch, who will alert Emergency Planning Officers of departments likely to be involved.

- Involved departments should ensure that their senior staff are informed of the situation.

Departmental Response. In an emergency, departments will respond with advice or assistance in accordance with their internal plans. When several departments are involved, the response will be coordinated by the Branch.

Operations Staff. When the GEOC has been activated, Operations staff may have to:

- assess and monitor potential or actual situations

- review response plans

- provide guidance and advice to local authorities

- identify and mobilize resources

- maintain contact with federal departments, non-governmental organizations and the private sector

- dispatch provincial response teams and liaison officers

- monitor response operations and provide direction and resources to departments and provincial response teams

- coordinate, with GEOC Communications staff, information being provided to the media or the public

- provide situation reports and make recommendations to the Minister.

Termination of Operations. The provincial emergency response will continue until provincial assistance, coordination or direction is no longer required. The termination of operations may be authorized by the Executive Director, Disaster Services Branch. If a State of Local Emergency had been declared for the area, the Minister may cancel it if considered appropriate. If a provincial State of Emergency had been declared for the area, and in the opinion of the Lieutenant Governor in Council an emergency no longer exists, the State of Emergency may be terminated by order.

EMERGENCY RESPONSE GUIDELINES

Emergency response guidelines for specific hazards are contained in Part III of this plan.

EMERGENCY TELECOMMUNICATIONS

Effective telecommunications between all levels of government and response elements are essential for the effective control and coordination of emergency operations. Guidelines for telecommunications resources and responsibilities for their provision are in Annex E.

REQUESTS FOR ASSISTANCE

Government of Alberta Assistance. Municipal requests for assistance will be directed to the Branch, which will coordinate the response with the departments concerned. Requests will only be accepted from an authorized representative of the local authority, and when municipal resources have been fully committed.

Assistance from the Government of Canada. Assistance from the Government of Canada will be requested by the Executive Director, Disaster Services Branch. Requests, other than to the Department of National Defence, will be submitted to the Regional Director, Emergency Preparedness Canada, who will coordinate this assistance. There are two exceptions to this procedure: when Alberta Environmental Protection requires assistance in forest fire suppression; and when the Alberta Minister of Justice/Attorney General deals directly with federal agencies on matters related to preservation of law and order.

Department of National Defence (DND) Assistance. Requests for DND emergency response assistance will be directed to the Executive Director, Disaster Services Branch, who will coordinate the request with Land Force Western Area Headquarters. Requests for armed assistance will be directed to the Minister of Justice/Attorney General.

Assistance to the Government of Canada. The Government of Alberta may provide assistance for emergencies which occur on federal land, principally national parks and Indian Reserves. This assistance would be provided under the Disaster Services Act when an agreement exists between the Governments of Alberta and Canada. Where such an agreement does not exist, assistance may be requested by Canada from Alberta on a case-by-case basis.

Non-Governmental Organizations Assistance. Most municipalities have a number of non-governmental organizations that can provide a wide range of skills, manpower, and equipment. Such organizations will normally be identified in the Municipal Emergency Plan. If such resources are not available locally, municipalities may request the Branch to arrange such assistance. Guidelines for assistance from non-governmental organizations are in Annex F.

Private Sector Assistance. Private sector resources will normally be used in emergencies on industrial facilities or elsewhere in responding to an emergency of an industrial nature or origin. Many sites have established mutual aid arrangements with other sites and local authorities.

DISASTER RECOVERY PROGRAM

Once loss and damages have been generally assessed, the Minister may approve a Disaster Recovery Program. This program will be administered by the Branch in accordance with the Disaster Recovery Regulation. Cost-sharing with the federal government is possible. Damage and loss assessments will be completed by appropriate departments or by consultants hired for the program.

EMERGENCY COSTS

Incremental Operations Costs. Incremental operations costs (e.g. overtime, emergency food and accommodation, etc) are paid by the local authority in the first instance. Should a Disaster Recovery Program be approved following an emergency or disaster, incremental costs may be eligible to be charged to this program. All responding organizations should maintain detailed accounts of expenditures that are incurred beyond normal operations costs.

Departmental Emergency Expenditures. The government does not allocate funds to departments specifically for emergency response. Departments are expected to absorb these costs from within their budgets. Should costs incurred by a department in an emergency response become onerous, the Branch may initiate a request to government for extraordinary funding. Should a Disaster Recovery Program be approved following the emergency or disaster, departmental costs beyond normal operating costs may be reimbursed by the program. Departments should maintain detailed accounts of all related costs.

EMERGENCY PURCHASING

Before and during an emergency, resources required for a response will be obtained by departments in accordance with their usual procedures. If the GEOC is activated, resources will continue to be provided by departments in their usual manner. If resources cannot be obtained this way, the Operations staff will develop other avenues of procurement and financing.

ALBERTA DISASTER RELIEF FUND

The Disaster Services Act provides for a Disaster Relief Fund into which public donations can be deposited for disaster relief in areas inside or outside Alberta. The Fund will be administered by a Disaster Relief Committee appointed by the Lieutenant Governor in Council.

VICTIM ASSISTANCE CENTRE

For an incident of sufficient magnitude, governments may decide to establish a Victim Assistance Centre. This centre will contain representatives of all organizations and agencies (municipal, provincial, federal, non-governmental and private sector) with recovery and assistance capabilities. Staff of the centre will usually be authorized to provide some assistance on the spot, providing a "one-stop-shopping" centre for those affected by a disaster.

PUBLIC AND MEDIA COMMUNICATIONS

A successful emergency response requires the provision of timely and accurate information to the public and the media. In an emergency or disaster, the Alberta Municipal Affairs Director of Communications, with the assistance of the Public Affairs Bureau, will coordinate the public and media information program. Procedures are described in Annex G.

In some emergency situations, the Alberta Emergency Public Warning System may be activated to warn the public of impending danger.

OPERATIONS LOGS

Departments will maintain written operation logs to record information, decisions, and actions taken during the emergency response. Well-kept logs will assist in the preparation of after-action reports and will provide an audit trail for response activities under review.

AFTER-ACTION REVIEW

A review of operations to evaluate the effectiveness of the emergency response will be conducted as soon as possible after the termination of the emergency. The proceedings will be chaired by the Executive Director, Disaster Services Branch, or a designate. Representatives of all agencies involved in the emergency response operations should attend.

PLAN REVIEW AND AMENDMENT

This plan will be reviewed at least annually by the Branch, and following real incidents or exercises. Proposed amendments may be submitted at any time to the Executive Director, Disaster Services Branch, Alberta Municipal Affairs.

ALL DEPARTMENTS

- develop business resumption plans to ensure critical departmental operations can be continued should departments' facilities be affected, and implement these plans if required
- develop departmental emergency plans and procedures for emergencies and disasters affecting municipalities
- when an emergency response is coordinated from the Government Emergency Operations Centre, provide departmental representatives to the Centre as required by the nature of the emergency
- where appropriate, provide on-site personnel to advise and assist local authorities
- where appropriate, complete damage and loss appraisals within the capabilities of departments
- provide to other departments services, resources and personnel for emergency operations
- protect assets, financial records and other records maintained by the department
- account for all departmental costs incurred during emergency operations
- prepare departmental post-emergency report
- appoint a senior official and an alternate as departmental Emergency Planning Officers
- maintain a list of all resources (equipment, personnel, and materiel), including commercial sources where appropriate, that may be required

EXECUTIVE COUNCIL

- provide accommodations, communications and other necessities for the continuity of Cabinet and associated committees
- arrange for the physical safety of Ministers and Legislative Assembly staff
- assign priority to the communications and matters addressed to Cabinet that relate to the declaration of a State of Emergency and to emergency operations of the government

AGRICULTURE, FOOD AND RURAL DEVELOPMENT

- advise and assist on all agricultural matters
- provide veterinary inspection services
- manage emergency livestock feeding services
- manage a critical pest infestation response when so designated
- provide assistance to deal with a foreign animal disease outbreak
- provide damage assessment and restore public lands

CHILDREN'S SERVICES

In conjunction with child and family services authorities

- provide emergency social services
- continue essential treatment and care

COMMUNITY DEVELOPMENT

- protect, to the extent possible, heritage resources and art collections belonging to the government, and provide expertise in matters relating to the preservation of archival materials, including museum and art collections, World Heritage Site collections, historic buildings and documents in the Provincial Archives

- provide for continuity of Alberta Seniors Benefit and Special Needs Assistance

ECONOMIC DEVELOPMENT

- coordinate industrial recovery assistance programs
- provide language interpretation services within the capabilities of the department as coordinated by the Translation Bureau of the Department of International and Intergovernmental Relations

ENVIRONMENT

- provide flood and water-flow forecasting services and management of flood control operations
- provide emergency water supply engineering services
- provide technical assistance for groundwater, hydrology and sewage problems
- provide emergency personnel, materials and services
- manage air, water and land pollution monitoring, reporting and clean-up activities
- assist Alberta Resource Development in the management of pollution problems related to the upstream petroleum-producing industry
- assist a critical pest infestation response involving forested public lands
- provide emergency accommodation in parks
- provide recreational services for evacuees staying in emergency accommodation in parks
- provide private sector aircraft
- manage wildfire suppression operations

GOVERNMENT SERVICES

- provide consumer protection measures during emergencies
- provide registry services during emergencies

HEALTH AND WELLNESS

- ensure continuity of essential treatment and care for hospital patients and others under care of the department
- provide emergency ambulance services
- in conjunction with health authorities:
- provide mental health contingency planning
- provide emergency public health services
- provide acute care contingency planning
- provide food inspection services
- maintain a list of hospitalized casualties

HUMAN RESOURCES AND EMPLOYMENT

- ensure the continuation of services to persons in the care of the department
- when requested, assist municipalities in meeting the needs of disaster victims by providing or arranging for:
  - temporary shelter, food and clothing
  - registration and inquiry service
  - financial assistance when recoverable through a Disaster Recovery Program
- provide advice in radiation emergencies in co-ordination with the Atomic Energy Control Board
- provide occupational health and safety advice for workers employed at emergency sites

INFRASTRUCTURE

- provide working accommodation in government-owned or leased space for government emergency response personnel
- provide lists of operating schools that may be used in emergency response activities
- provide emergency purchasing services
- provide aircraft from government or private sector charter sources
- provide and control government telecommunications networks and services
- control transport on roads under provincial control
- complete emergency repairs to, or construction of, roads, bridges, airports, dikes and levees under provincial control
- provide emergency transport, heavy equipment and mobile communication
- through Dangerous Goods and Rail Safety Branch, provide assistance to Alberta Municipal Affairs, Disaster Services Branch, in receiving disaster or emergency related calls and in activating the Government Emergency Operations Centre when required

INNOVATION AND SCIENCE

- provide continued information and technology services to government during emergencies

INTERNATIONAL AND INTERGOVERNMENTAL RELATIONS

- conduct negotiations with the Government of Canada
- assist in liaison with departments of the Government of Canada
- provide interpretation and translation services

JUSTICE AND ATTORNEY GENERAL

- provide legal advice and assistance to government emergency operations officials
- provide medical examiner services
- provide continuing and emergency police services
- maintain court system
- ensure continuity of protective measures for correctional institution inmates and coordinate use of manpower from those institutions
- submit requests to Government of Canada for assistance by the Canadian Armed Forces for policing or corrections matters

LEARNING

- liase with school boards and post-secondary institutions to ensure safety of students and staff

MUNICIPAL AFFAIRS

- facilitate liaison with local authorities and, if required, recommend the appointment of an official administrator to act as council
- coordinate and identify available emergency accommodation
- provide advice and information on organizations having the capability to make recommendations and conduct inspections of damaged buildings and building systems
- coordinate fire-fighting organizations of local authorities
- through Disaster Services Branch:
  - coordinate the government response to emergencies
  - provide the Alberta Emergency Public Warning System
  - provide recommendations to government regarding the declaration of a state of emergency
  - activate and operate the Government Emergency Operations Centre if required
  - liaise with Government of Canada agencies for emergency resources, except for that assistance required for forest fire fighting or in a situation in which a police agency has primary jurisdiction
  - prepare, coordinate and distribute government situation reports
  - collect, collate and analyze government emergency operations costs
  - provide recommendations to the government regarding assistance to citizens or municipalities affected by an emergency, and the sharing of costs
  - develop, validate and revise government emergency response plans
- through Communications Branch
  - assist local authorities to prepare and plan emergency communications
  - assist local authorities to communicate messages to the public and media
  - coordinate the release of information on response and recovery activities from all involved departments and agencies to the public, media and elected officials
  - request and coordinate assistance from the Public Affairs Bureau as required

PERSONNEL ADMINISTRATION OFFICE

- assist in the secondment of government employees to emergency response organizations and activities

PUBLIC AFFAIRS BUREAU

- provide, in conjunction with involved departments, a coordinated public affairs plan for the government response to an emergency
- support communications activities in the Government Emergency Operations Centre
- establish and operate the Public and Media Inquiry Room
- distribute news releases through the Alberta Communications Network

RESOURCE DEVELOPMENT

- manage remedial operations related to all problems of well control, pipeline failures, power interruption or coal mining operations and, if necessary, assume control and conduct of such operations
- manage, with the assistance of Alberta Environment, pollution problems related to the upstream petroleum-producing industry
- manage, with the assistance of Alberta Environment, oil spill control and clean-up operations
- provide professional expertise in all matters related to energy sources and energy
- provide advice and assistance regarding and, if necessary, control of the distribution of public utilities
- be the government lead agency for activation of the Emergency Response Support Plan for an Upstream Petroleum Industry Incident

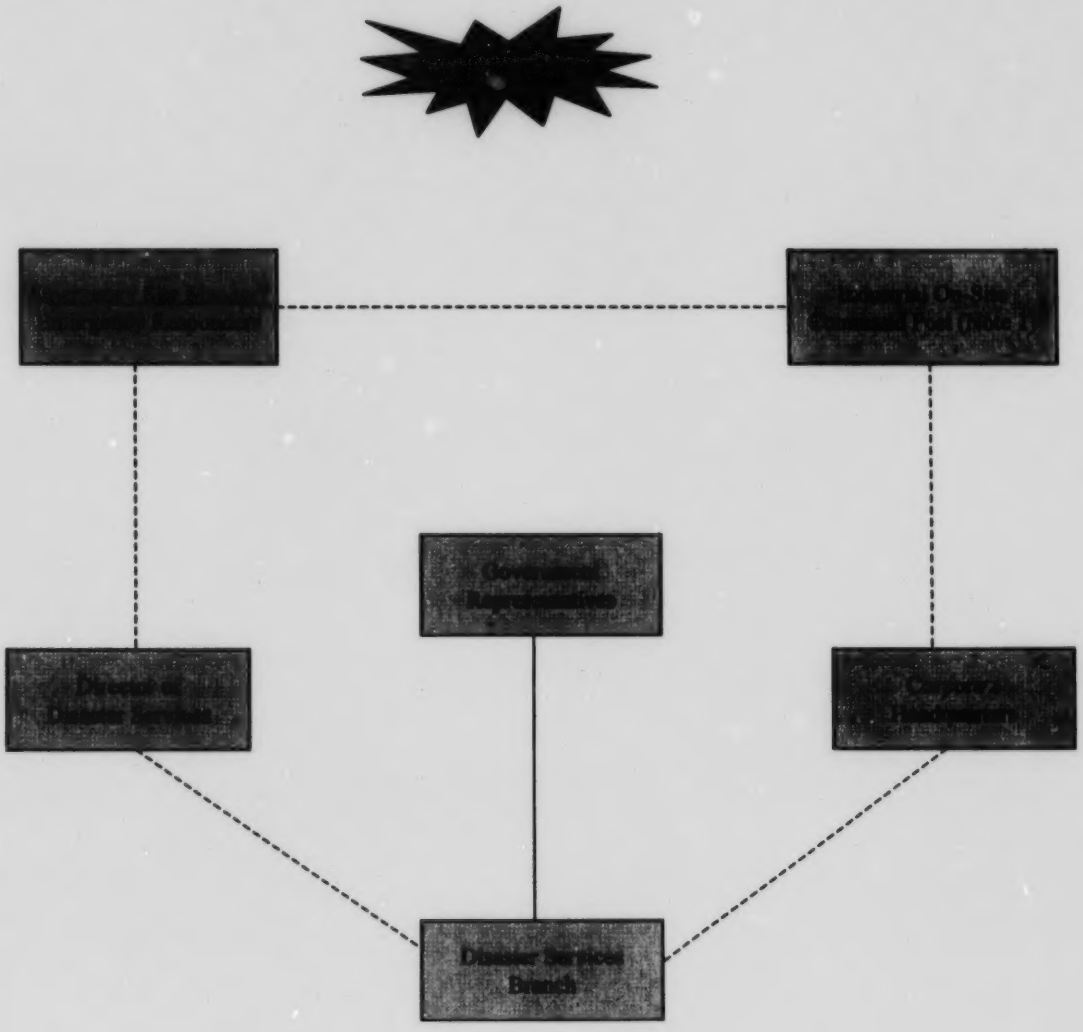
Annex B

BASIC RESPONSE STRUCTURES

Effective as of November 6, 2000

Level I Emergency

(managed within local authority's emergency response capabilities)

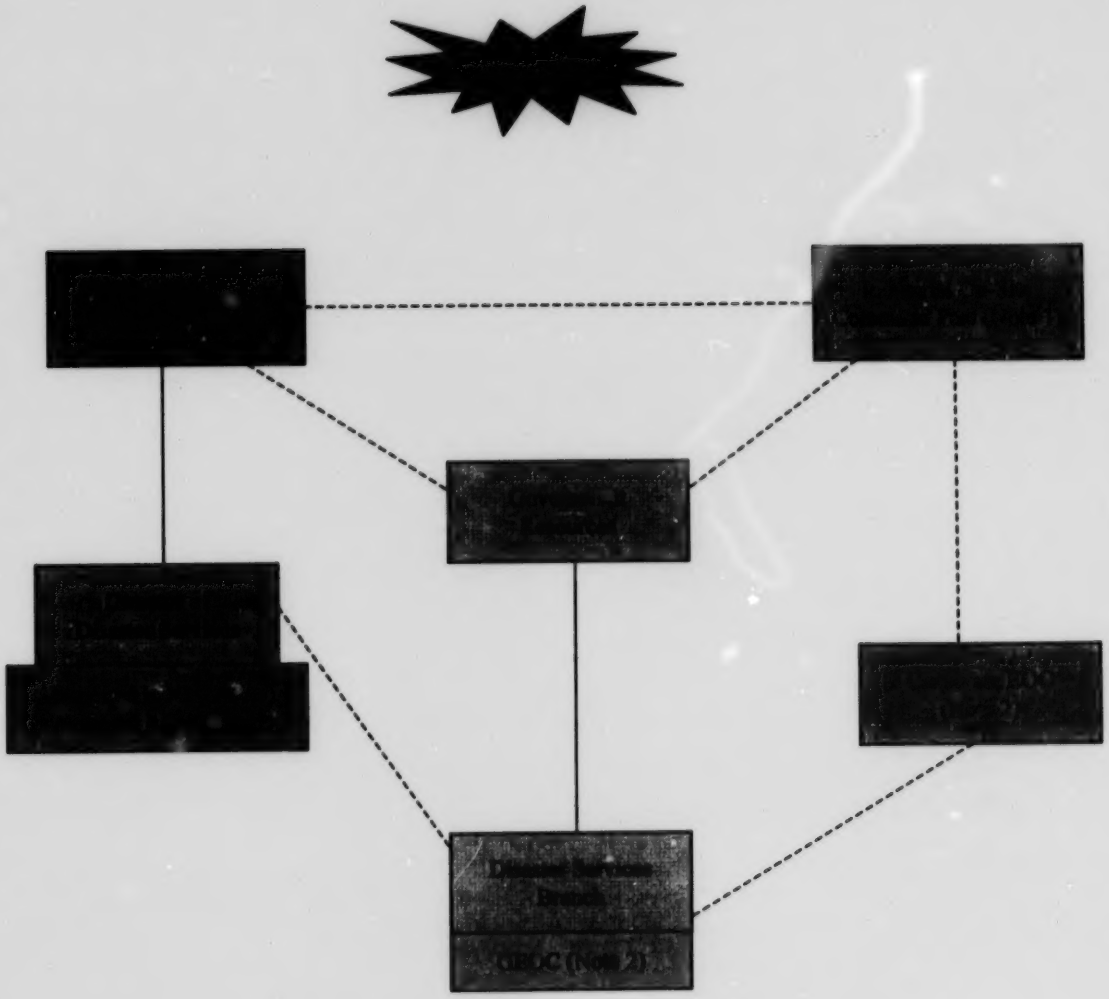


Control
Coordination and Communication

Notes: 1. Established if incident occurs on an industrial site.

Level II Emergency

(may require some assistance external to the local authority)

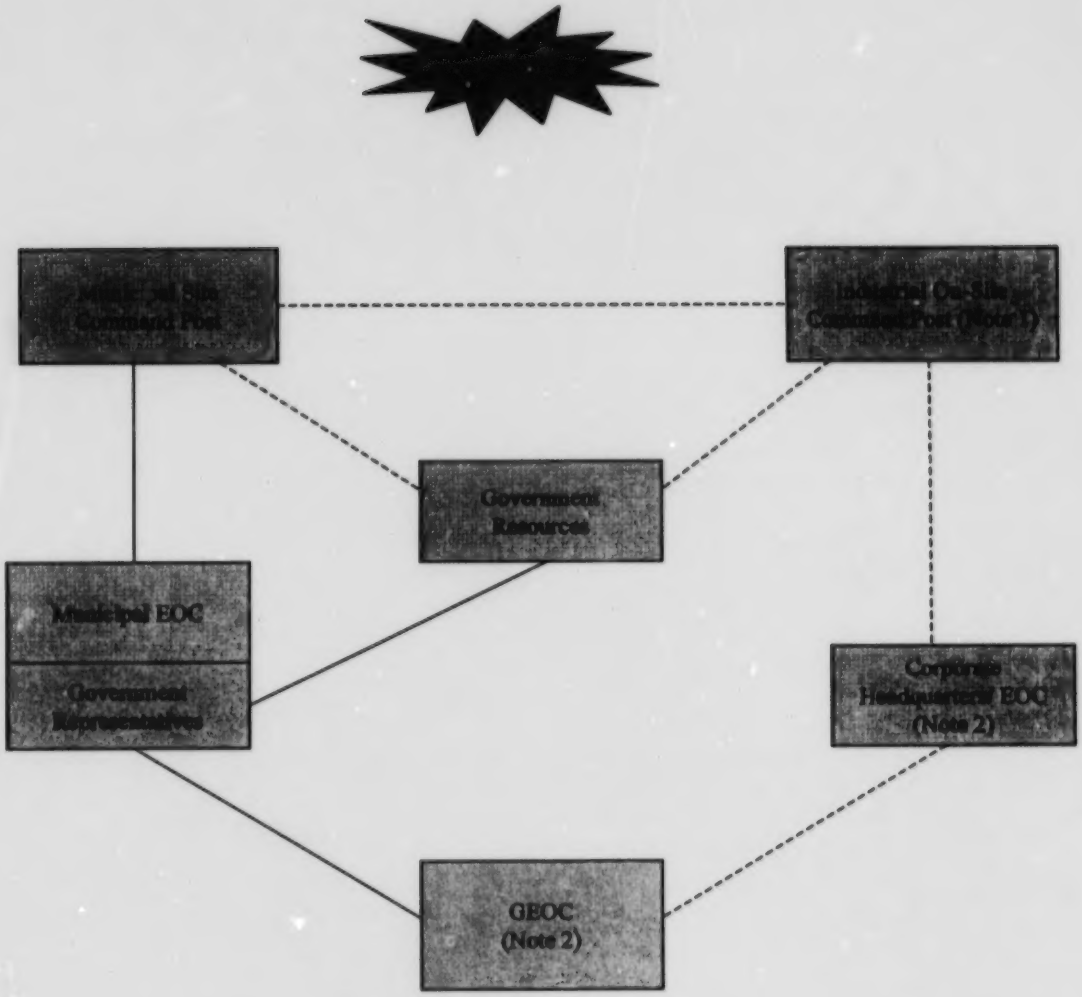


—— Control
---- Coordination and Communication

Notes:
1. Established if incident occurs on an industrial site.
2. If activated

Level III Emergency

(extensive assistance external to local authority)



Notes:
1. Established if incident occurs on an industrial site.
2. If activated

GOVERNMENT EMERGENCY OPERATIONS CENTRE

GENERAL OPERATING PROCEDURES

GENERAL

This Annex describes Government Emergency Operations Centre (GEOC) operating procedures in general. It houses departmental representatives and staff involved in an emergency response.

LOCATION

The GEOC is in the Twin Atria Building, 4999-98 Avenue, Edmonton. If the GEOC is required to move to another location, those involved will be advised as soon as possible.

ACTIVATION

When the situation warrants it, the Operations Coordinator in consultation with the Executive Director, Disaster Services Branch, will activate the GEOC. The Operations Coordinator will contact the agencies who should be involved to determine precise staffing requirements.

The GEOC may be partially activated by the Energy and Utilities Board to support the Emergency Response Support Plan for an Upstream Petroleum Industry Incident. Supporting elements of the GEOC would be activated subject to the demands of the emergency situation.

ORGANIZATION

The components of a fully-activated GEOC are:

- the GEOC Operations Coordinator
- two operations officers
- representatives from each of the involved agencies (these may be Emergency Planning Officers)

- Communications staff
- administrative support staff.

Representation by other departments and agencies in the GEOC will depend on the nature and magnitude of the emergency. The Operations Coordinator in consultation with senior management of Municipal Affairs and involved departments will determine the representation.

The GEOC layout is shown on the enclosed diagram.

RESPONSIBILITIES

The Operations Coordinator will:

- coordinate the overall provincial response from the GEOC
- ensure communications links exist between the GEOC and other operations centres
- identify resources for which departments are responsible and arrange for their commitment
- provide regular situation reports to senior management
- approve press releases written by the Communications staff
- determine with Communications staff if the Public and Media Inquiry Room must be established
- supervise operations staff.

Operations officers will:

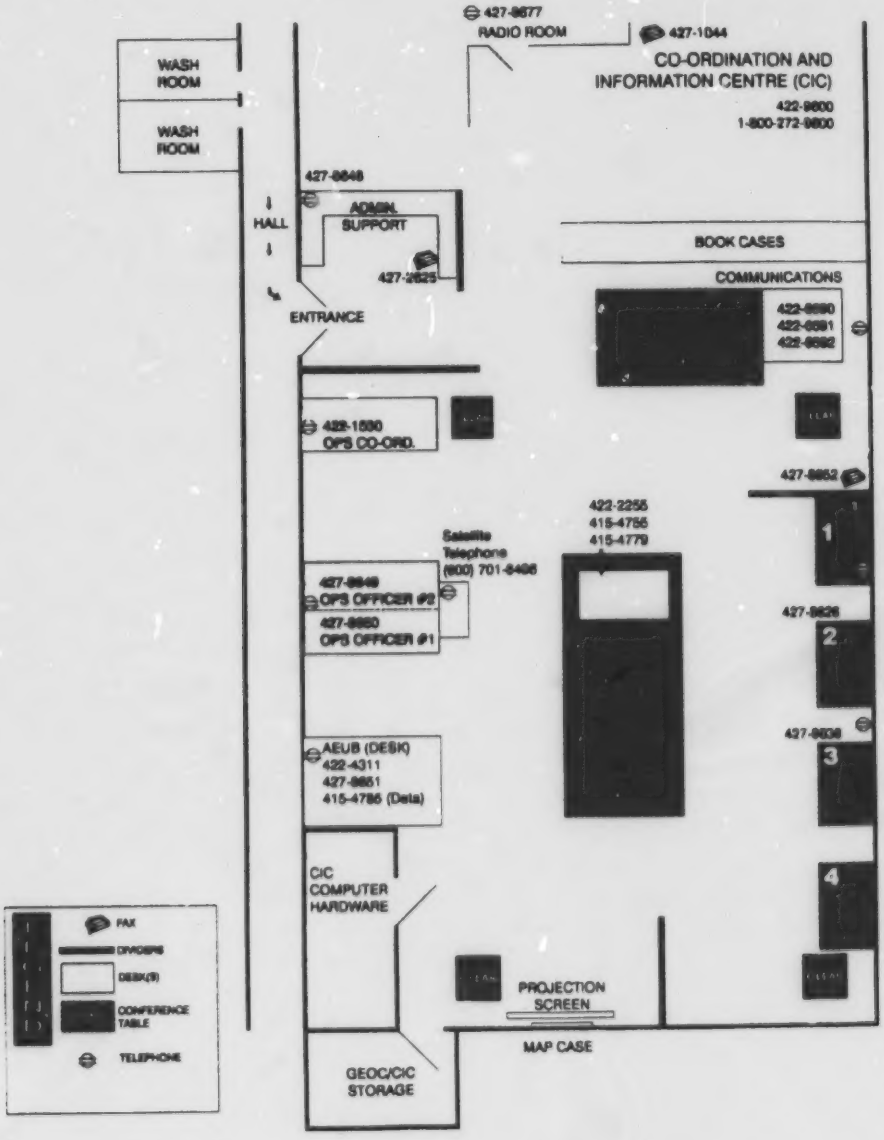
- maintain operations logs, maps, and situation boards
- follow-up action items
- compile situation reports
- ensure administrative support is in place.

ADMINISTRATION

The Branch will arrange administrative support for the GEOC, including:

- telephone and radio communications
- a Local Area Network
- clerical staff, office supplies and equipment
- meals.

Government Emergency Operations Centre
- Activation -



DUTIES OF A LIAISON OFFICER

GENERAL

In an emergency liaison officers may be required to maintain contact with local authorities and to assist in implementing Municipal Emergency Plans. Normally Disaster Services Officers will fill this role, but other departments may be requested to provide liaison officers.

DUTIES

The principal responsibilities of a liaison officer are to:

- establish contact with the Mayor/Reeve and Director of Disaster Services
- establish communications between the municipal EOC and the GEOC
- assist the local authority to implement its Municipal Emergency Plan
- provide situation reports to the GEOC and other appropriate centres
- recommend the provision of specific assistance, including federal assistance
- recommend the assumption of control by a department or the province of some or all aspects of the response
- maintain an operations log.

EMERGENCY TELECOMMUNICATIONS

GENERAL

Emergency operations require good telecommunications to be effective. A dedicated system will permit agencies at all levels of government to function effectively. Back-up systems are needed in the event that primary systems are disrupted or fail.

Local authorities and government departments are responsible for communications to support their emergency response operations. These communications will normally be the resources already in place for normal operations. Additional or replacement communications resources when normal systems are overloaded or disrupted are available as described below.

TELECOMMUNICATIONS FACILITIES

Telephones. Telephones, including landline, cellular and satellite systems, are the primary communications system used to coordinate provincial emergency response operations. Requests for additional telephones will be directed to the Branch for action by telephone companies and other suppliers.

Radio Services. Government organizations will use their existing systems to support response activities. VHF, UHF, and single side-band radios, all of which will be operated by amateur operators when requested by the Branch, are available as supplementary systems. Local authorities are encouraged to use amateur radio operators and equipment to support existing systems. Arrangements exist to use the government Multi-Department Mobile Radio System in emergencies.

RESPONSIBILITIES

Provincial. The Branch is responsible for coordinating, with Infrastructure and Innovation and Science, emergency communications services through telephone companies and other suppliers.

Departmental. Departments are responsible for providing within their capabilities:

- communications equipment for departmental emergency operations
- surplus communications resources to other organizations.

Municipal. Local authorities are responsible for:

- providing municipal emergency communications equipment for response operations
- designating a communications officer to coordinate requirements at the municipal level
- requesting communications assistance from the Branch when required.

Volunteer Groups. There is one principal volunteer group with communications resources.

- **Amateur Radio Operators (HAMs)**. There are over 4,000 registered HAMs across Alberta who can assist in providing the range of services described above.

PRIORITY ACCESS TO DIALING (PAD)

Previously known as Line Load Control (LLC), PAD is a preventative arrangement for essential users or agencies responsible for dealing with emergency situations. The aim is to increase the possibility of placing local telephone calls during a crisis situation.

Annual surveys of municipalities and provincial government departments to identify PAD numbers are administered by the Branch.

NON-GOVERNMENTAL ORGANIZATIONS ASSISTANCE GUIDELINES

GENERAL

An effective municipal and provincial emergency response will require the use of all community resources. There are various organizations which can provide a wide range of skills, personnel, and equipment at little or no cost.

Volunteers registered with the province or the local authority are protected under the Workers' Compensation Act. Registration for a specific emergency or disaster incident should include the volunteers' names, social insurance numbers (or other identifying elements), type of employment during the incident, and dates and time of employment.

ASSISTANCE GUIDELINES

Non-governmental organizations may make their services available to provincial and local authorities. A memorandum of understanding or a letter of intent may be prepared and signed by the province or local authority and the organization. This document will confirm between the signatories the availability of resources, procedures to request and employ them, and any conditions limiting the use of the organization's resources.

Procedures for obtaining assistance are set out in provincial and municipal emergency plans.

Non-governmental organizations will be assigned to the appropriate emergency response agency for coordination of their activities.

Some of these organizations will form an integral part of a disaster Victim Assistance Centre if one has been established.

NON-GOVERNMENTAL ORGANIZATIONS

The major non-governmental organizations, the types of assistance they provide, and the provincial departments responsible for coordinating such assistance are shown in the following table.

NON-GOVERNMENTAL ORGANIZATIONS

AGENCY	FORMS OF ASSISTANCE	DEPARTMENT
Canadian Red Cross	Victim Registration and Inquiry, Social Services	Health and Wellness, Human Resources and Employment, Disaster Services
Salvation Army	Emergency food, clothing, shelter	Human Resources and Employment
St. John Ambulance	Medical	Health and Wellness
Christian Reformed World Relief Committee	Clean up, repair, rebuilding	Disaster Services
Mennonite Disaster Services	Clean up, repair, rebuilding	Disaster Services
Amateur Radio Operators	Communications and mobile command posts	Disaster Services
Civil Air Rescue Emergency Services	Air reconnaissance & photography, air & ground search and Transportation	RCMP, Disaster Services
SAR Alberta	Ground search and rescue, limited light urban search and rescue, and communications	RCMP, Disaster Services

PUBLIC AND MEDIA COMMUNICATIONS

GENERAL

In a disaster teamwork is an essential factor. The Communications Branch of Municipal Affairs and the Public Affairs Bureau (PAB) will work together to ensure that all media related issues are dealt with. Staff in the GEOC coordinate messages about the situation to the public, media, local authorities, elected officials, involved provincial and federal government departments and the private sector. The Director of Communications Branch or, as an alternate the PAB Senior Consultant for Emergency Response, will oversee the communications function surrounding the incident and will become the Director of Emergency Public Information (EPI) in this role.

If the communications requirements are too large for the communications staff and the local authority to handle on their own, the Director of Emergency Public Information will consult with the Senior Consultant regarding the opening of the Public and Media Inquiry Room (PMIR). The Senior Consultant has responsibility for decisions regarding the opening, staffing and closing of the PMIR. Also, the Director of EPI may ask the PAB Emergency Response Team for assistance as required.

The PAB team may be asked to help or relieve Municipal Affairs communications staff in the GEOC.

DUTIES

Emergency Public Information (Municipal Affairs) will:

- determine communications staffing in the GEOC
- establish communications links with communicators from all levels of government and other organizations that are part of the response
- coordinate and verify additional messages from all departments/agencies represented in the GEOC through news releases
- provide the PMIR with current information about the emergency
- give or arrange media interviews with spokespeople in the GEOC
- set up news conferences
- write key messages for GEOC spokespeople

- arrange media monitoring services
- advise appropriate people of key issues surrounding the emergency
- coordinate all communications activities to support the recovery effort.

Emergency Response Communications (PAB) will:

- provide team members to work as site liaison, media room supervisor, assistant director of emergency public information, and writer
- set up, staff, and supervise the PMIR
- respond to all public and media inquiries in the PMIR
- ensure two-way communications with the Director of EPI (especially information critical to response or recovery activities).

PART II

EMERGENCY MANAGEMENT LEGISLATION

ALBERTA DISASTER SERVICES ACT

ALBERTA GOVERNMENT EMERGENCY PLANNING REGULATION

ALBERTA DISASTER RECOVERY REGULATION

PROVINCE OF ALBERTA

DISASTER SERVICES ACT

Statutes of Alberta 1980, Chapter D-36
With amendments in force as of July 15, 1996

Consolidated June 14, 1999

OFFICE CONSOLIDATION

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NOTE

All persons making use of this consolidation are reminded that it has no legislative sanction, that the amendments have been embodied for convenience of reference only, and that the original Acts should be consulted for all purposes of interpreting and applying the law.

REGULATIONS

The following is a list of the regulations made under the Disaster Services Act that are filed as Alberta Regulations under the Regulations Act as of the consolidation date shown on the cover.

	Alta. Reg.	*Amendments*
Disaster Services Act		
Disaster Recovery	51/94	
Emergency Planning	249/89	71/81

DISASTER SERVICES ACT

CHAPTER D-36

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HER MAJESTY, by and with the advice and consent of the Legislative Assembly of Alberta, enacts as follows:

Definitions

1 In this Act,

(a) "Cabinet Committee" means the committee of the Executive Council appointed under section 3;

(b) "declaration of a state of emergency" means an order of the Lieutenant Governor in Council under section 15;

(c) "declaration of a state of local emergency" means a resolution or order of a local authority under section 18;

(c.1) "Deputy Minister" means the deputy minister of the Minister;

(d) repealed 1985 c22 s3;

(e) "disaster" means an event that results in serious harm to the safety, health or welfare of people or in widespread damage to property;

(f) "emergency" means a present or imminent event that requires prompt co-ordination of action or special regulation of persons or property to protect the health, safety or welfare of people or to limit damage to property;

(g) "local authority" means

(i) the council of a city, town, village or municipal district,

(ii) repealed 1994 cM-26.1 s642(59),

(iii) in the case of an improvement district or special area, the Minister of Municipal Affairs,

(iii.1) the settlement of council of a settlement under the *Metis Settlements Act*,

(iv) the park superintendent of a national park or his delegate where an agreement is entered into with the Government of Canada under section 6(b) in which it is agreed that the park superintendent is a local authority for the purposes of this Act, or

(v) the band council of an Indian band where an agreement is entered into with the Government of Canada under section 6(b) in which it is agreed that the band council is a local authority for the purposes of this Act;

(g.1) repealed 1995 c34 s13;

(h) "Minister means the member of the Executive council charged by the Lieutenant Governor in council with the administration of this Act;

(i) repealed 1985 c22 s3;

(j) "municipality" means the area comprising a city, town, village, municipal district, improvement district or special area and includes

(i) the settlement area of a settlement under the *Metis Settlements Act*,

(ii) the area comprising a national park where an agreement is entered into with the Government of Canada under section 6(b) in which it is agreed that the park superintendent is a local authority for the purposes of this Act, and

(iii) the area comprising an Indian reserve where an agreement is entered into with the Government of Canada under section 6(b) in which it is agreed that the band council is a local authority for the purposes of this Act.

RSA1980 cD-36 s1; 1985 c22 s3; 1992 c31 s2; 1993 c23 s2; 1994 cM-26.1 s642(59); 1995 c24 s99(28); 1995 c34 s13

Crown bound

1.1 This Act binds the Crown.

1992 c31 s3

Delegation

1.2(1) The Minister of Municipal Affairs may authorize another person to carry out duties or exercise any of the powers that may be carried out or exercised by the Minister of Municipal Affairs under this Act.

(2) An authorization made under subsection (1) may be

(a) general or applicable to a particular case, and

(b) conditional or unconditional.

(3) If an authorization made under subsection (1) is made in writing and

(a) purports to be signed by the Minister of Municipal Affairs, and

(b) states that the person named in it is authorized under this section to carry out the duties or exercise the power set out in the written authorization.

That written authorization or a copy of it shall be admitted in evidence as prima facie proof of that person's authorization to carry out the duties or exercise the power without proof of the signature or official character of the Minister of Municipal Affairs.

(4) Notwithstanding that the Minister of Municipal Affairs has given an authorization under this section, the Minister of Municipal Affairs may carry out the duties or exercise that power in respect of which the authorization was given.

1992 c31 s3

PART 1

ADMINISTRATION

2 Repealed 1995 c34 s13.

Cabinet committee

3 The Lieutenant Governor in Council may appoint a committee consisting of those members of the Executive Council whom he designated to advise on matters relating to emergencies and disasters.

RSA 1980 cD-36 s3

Advisory committees

4(1) The Minister may appoint committees as he considers necessary or desirable to advise or assist the Minister, the Cabinet Committee or the Deputy Minister.

(2) The members of committees appointed under subsection (1) who are not officers or employees of the Crown, or officers or employees of an agency of the Crown, may be paid remuneration for their services and expenses at a rate or rates fixed by the Minister.

RSA 1980 cD-36 s4; 1985 c22 s5; 1995 c34 s13

Regulations

5 The Lieutenant Governor in Council may make regulations

(a) assigning responsibility to departments, boards, commissions or Crown agencies for the preparation or implementation of plans or arrangements or parts thereof to deal with emergencies;

(b) delegating to any person, board or committee appointed under this Act any of the powers vested by this Act in the Minister or the Lieutenant Governor in Council except the power to make an order for a declaration of a state of emergency or to make regulations;

(c) governing the assessment of damage or loss caused by a disaster and the payment of compensation for the damage or loss;

(d) governing the sharing of costs incurred by the Government of Alberta or by a local authority in conducting emergency operations;

(e) requiring persons

(k) who are engaged or may be engaged in any operation,

(iv) who are utilizing or may be utilizing any process,

(v) who are using any property in any manner, or

(vi) on whose real property there exists or may exist any condition,

that may be or may create a hazard to persons or property to develop plans and programs in conjunction with local authorities to remedy or alleviate the hazard and to meet any emergency that might arise from the hazard;

(f) governing the administration of the Disaster Relief Fund;

(g) concerning any other matter or thing necessary for the administration of this Act and for which no specific provision is made in this Act.

RSA 1980 cD-36 s5; 1985 c22 s6; 1992 c31 s4

Subrogation regulations

5.1(1) The Lieutenant Governor in Council may make regulations establishing that Her Majesty in right of Alberta has a right of subrogation with respect to

(a) payments of compensation made by Her Majesty in right of Alberta for damage or loss caused by a disaster, or

(b) payments made by Her Majesty in right of Alberta for the purpose of sharing costs incurred by a local authority in conducting emergency operations.

(2) The regulations under this section may define and describe the right of subrogation and may deal with any matter respecting the enforcement of or procedures relating to the right of subrogation.

(3) The regulations under this section may provide that the right of subrogation applies to payments made before this section comes into force.

1993 c23 s3

Validation of Past payments

5.2 Payments made by Her Majesty in right of Alberta before the coming into force of this section are valid, notwithstanding the definition of disater in force when those payments were made, and are deemed to have been made in accordance with the regulations.

1993 c23 s3

Powers and duties of Minister

6 The Minister may

(a) review and approve or require the modification of provincial and municipal emergency plans and programs;

(b) enter into agreements with the Government of Canada or of any other province or any agency of such a government, dealing with emergency plans and programs;

(c) make surveys and studies of resources and facilities to maintain and provide information necessary for the effective preparation of emergency plans and programs;

(d) make surveys and studies to identify and record actual and potential hazards which may cause emergencies;

(e) make payments and grants, subject to any terms or conditions that the Minister may prescribe, to local authorities for the purposes of assisting in emergency preparedness and the provision of public safety programs;

(f) enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs;

(g) conduct public information programs relating to emergency preparedness for and the mitigation of disasters.

(h) Repealed 1995 c34 s13.

RSA 1980 cD-36 s6; 1985 c22 s7; 1992 c31 s5; 1995 c34 s13

Ministerial orders

7(1) The Minister may, by order,

(a) divide Alberta into various subdivisions for the purpose of organizing integrated emergency planning, training, assistance and emergency operations programs;

(b) require local authorities of those municipalities located within a subdivision referred to in clause (a) to prepare integrated plans, procedures and mutual assistance programs to deal with emergencies and to submit them to the Deputy Minister for review;

(c) establish procedures required for the prompt and efficient implementation of plans and programs to meet emergencies;

(d) require a person to whom the order is directed and

(i) who is engaged or may be engaged in any operation,

(ii) who is utilizing or may be utilizing any process,

(iii) who is using any property in any manner, or

(iv) on whose real property there exists or may exist any condition,

that may be or may create a hazard to persons or property to develop plans and programs in conjunction with one or more local authorities to remedy or alleviate the hazard and to meet any emergency that might arise from the hazard.

(2) The *Regulations Act* does not apply to an order made under subsection (1).

RSA 1980 cD-36, s7; 1985 c22 s8; 1992 c31 s6; 1995 c34 s13

Municipal emergency organization

8 The local authority of each municipality

(a) shall, at all times, be responsible for the direction and control of the local authority's emergency response unless the Government assumes direction and control under section 15;

(b) shall appoint a committee consisting of a member or members of the local authority or

(i) in the case of an improvement district or special area, of a person or persons that the Minister of Municipal Affairs designates, or

(ii) in the case of a national park, of a person or persons that the park superintendent designates,

to advise on the development of emergency plans and programs;

(c) shall provide for the payment of expenses of the members of a committee appointed under clause (b);

(d) shall establish and maintain a municipal disaster services agency to act as the agent of the local authority to carry out the local authority's statutory powers and obligations under this Act;

(e) in the case of a municipality other than an improvement district, special area, national park of Indian reserve, may by by-law that is not advertised borrow, levy, appropriate and expend all sums required for the operation of the municipal disaster services agency;

(f) shall appoint a director of the municipal disaster services agency, who shall

(i) prepare and co-ordinate emergency plans and programs for the municipality,

(ii) act as director of emergency operations on behalf of the municipal disaster services agency,

(iii) co-ordinate all emergency services and other resources used in an emergency, and

(iv) perform other duties as prescribed by the local authority;

(g) shall prepare and approve emergency plans and programs;

(h) may enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs.

RSA 1980 cD-36 s8; 1985 c22 s9; 1992 c31 s7; 1994 cM-26.1 s642(59)

9 Repealed 1985 c22 s10.

Disaster Relief fund

10(1) There is hereby established a Disaster Relief Fund into which may be deposited public donations for disaster relief in areas inside or outside Alberta.

(2) The Disaster Relief Fund shall be administered in accordance with the regulations by a committee called the "Disaster Relief Committee" consisting of those persons who are appointed thereto by the Lieutenant Governor in Council.

(3) Members of the Disaster Relief Committee who are not employees or officers of the Crown or officers or employees of an agency of the Crown may receive remuneration for their services and expense allowances at the rate fixed by the Lieutenant Governor in Council.

RSA 1980 cD-36 s10

Recovery of expenditures

11 When an expenditure with respect to a disaster is made by the Government within or for the benefit of a municipality, the local authority, other than a park superintendent or an Indian band council, shall, if so required by the Lieutenant Governor in Council, pay to the Provincial Treasurer the amount thereof or such portion thereof as may be specified in the order, at the times and on the terms as to the payment of interest and otherwise that the order may require.

RSA 1980 cD-36 s11; 1985 c22 s11

Fees

11.1 The Minister may charge fees for any services or materials that are provided and any research that is carried out in respect of matters to which this Act pertains.

1985 c22 s12

Protection from action

12(1) Neither the Minister nor any official or other person acting under his direction or authorization is liable for damage caused through any action under this Act or the regulations, nor is he subject to any proceedings by way of prohibition, certiorari, mandamus or injunction.

(2) Notwithstanding subsection (1), the Minister or any official or other person acting under his direction or authorization is liable for gross negligence in carrying out his duties under this Act or the regulations.

RSA 1980 cD-36 s12; 1985 c22 s13

Protection from action

13(1) If a state of emergency is declared to exist by the Government of Canada or by the Lieutenant Governor in Council or if a state of local emergency is declared to exist by a local authority,

(a) neither the local authority nor any member of the local authority, and

(b) no person appointed by a local authority to carry out measures relating to emergencies or disasters,

is liable in respect of damage caused through any action taken under this act or the regulations, nor are they subject to any proceedings by prohibition, certiorari, mandamus or injunction.

(2) Notwithstanding subsection (1),

(a) any member of a local authority, and

(b) any person acting under the direction or authorization of the local authority,

is liable for gross negligence in carrying out his duties under this Act or the regulations.

RSA 1980 cD-36 s13; 1985 c22 s14

Offence

14 Any person who

(a) contravenes this Act or the regulations, or

(b) interferes with or obstructs any person in the exercise of any power or the performance of any duty conferred or imposed by this Act or the regulations,

is guilty of an offence and liable to imprisonment for a term of not more than one year or to a fine of not more than $10 000 or to both imprisonment and fine.

RSA 1980 cD-36 s14; 1985 c22 s 15; 1992 c 31 s8

PART 2

STATE OF EMERGENCY

Declaration of state of emergency

15(1) The Lieutenant Governor in Council may, at any time when he is satisfied that an emergency exists or may exist, make an order for a declaration of a state of emergency relating to all or any part of Alberta.

(2) A declaration of a state of emergency under subsection (1) shall identify the nature of the emergency and the area of Alberta in which it exists.

(3) Immediately after the making of an order for a declaration of a statement of emergency, the Minister shall cause the details of the declaration to be published by such means of communication as he considers is most likely to make known to the majority of the population of the area affected the contents of the declaration.

(4) An order under subsection (1) expires at the end of 14 days unless continued by a resolution of the Legislative Assembly.

(5) Unless otherwise provided for in the order for a declaration of a state of emergency, where

(a) an order for a declaration of a state of emergency is made, and

(b) there is a conflict between this Act or a regulation made under this Act and any other Act or regulation, other than the *Alberta Bill of Rights* or the *Human Rights, Citizenship and Multiculturalism Act* or a regulation made under either of those Acts,

this Act and the regulations made under this Act, during the time that the order is in effect, shall prevail in Alberta or that part of Alberta in respect of which the order was made.

(6) The *Regulations Act* does not apply to an order made under subsection (1).

RSA 1980 cD-36 s15; 1992 c31 s9; 1996 c25 s28

Powers of Minister in emergency

16(1) On the making of the declaration and for the duration of the state of emergency the Minister may do all acts and take all necessary proceedings including the following:

(a) put into operation an emergency plan or program;

(b) authorize or require a local authority to put into effect an emergency plan or program for the municipality;

(c) acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster;

(d) authorize or require any qualified person to render aid of a type he is qualified to provide;

(e) control or prohibit travel to or from any area of Alberta;

(f) provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and co-ordinate emergency medical, welfare and other essential services in any part of Alberta;

(g) cause the evacuation of persons and the removal of livestock and personal property from any area of Alberta that is or may be affected by a disaster and make arrangements for the adequate care and protection of those persons or livestock and of the personal property;

(h) authorize the entry into any building or on any land, without warrant, by any person in the course of implementing an emergency plan or program;

(i) cause the demolition or removal of any trees, structures or crops if the demolition or removal is necessary or appropriate in order to reach the scene of a disaster, or to attempt to forestall its occurrence or to combat its progress;

(j) procure or fix prices for food, clothing, fuel, equipment, medical supplies, or other essential supplies and the use of any property, services, resources or equipment within any part of Alberta for the duration of the state of emergency;

(k) authorize the conscription of persons needed to meet an emergency.

(1.1) As it relates to the acquisition of real property, subsection (1)(c) does not apply to real property located within a national park or an Indian reserve.

(2) If the Minister acquires or utilizes real or personal property under subsection (1) or if any real or personal property is damaged or destroyed due to an action of the Minister in preventing, combating or alleviating the effects of an emergency or disaster, the Minister shall cause compensation to be paid therefor.

(3) The Lieutenant Governor in Council may make regulations in respect of any matter mentioned in subsection (1).

(4) On the making of an order under section 15(1), the Deputy Minister or some other person whom the Minister appoints is responsible for the co-ordination and implementation of any or all necessary plans or programs prepared pursuant to this Act and all persons and agencies involved in the implementation are subject to the control and direction of the Deputy Minister or other person appointed.

RSA 1980 cD-36 s16; 1985 c22 s16; 1995 c34 s13

Termination of state of emergency

17(1) When, in the opinion of the Lieutenant Governor in Council, an emergency no longer exists in an area in relation to which a declaration of a state of emergency was made, he shall make an order terminating the declaration of a state of emergency in respect of that area.

(2) Immediately after an order is made under subsection (1), the Minister shall cause the details of the termination to be published by such means of communication as he considers is most likely to make known to the majority of the population of the area affected the contents of the termination order.

RSA 1980 cD-36 s17

Declaration of state of local emergency

18(1) The local authority of a municipality may, at any time when it is satisfied that an emergency exists or may exist, by resolution or, in the case of the Minister of Municipal Affairs or a park superintendent of a national park, by order make a declaration of a state of local emergency relating to all or any part of the municipality.

(2) A declaration of a state of local emergency under subsection (1) must identify the nature of the emergency and the area of the municipality in which it exists.

(3) Immediately after the making of a resolution for a declaration of a state of local emergency, the local authority shall cause the details of the declaration to be published by such means of communication as it considers is most likely to make known to the population of the area of the municipality affected the contents of the declaration.

(4) A local authority may delegate any of its powers and duties under this Act to a committee composed of a member or members of the local authority.

RSA 1980 cD-36 s18; 1985 c22 s17

Cancellation of declaration of state of local emergency

19(1) The local authority shall forthwith on making a declaration of a state of local emergency forward a copy of the declaration to the Minister.

(2) The Minister may cancel the declaration of a state of local emergency at any time he considers appropriate in the circumstances.

(3) A declaration of a state of local emergency ceases to be of any force or effect on the making of an order for a state of emergency by the Lieutenant Governor in Council relating to the same area of the municipality.

(4) A declaration of a state of local emergency lapses 7 days after its making by the local authority unless it is earlier cancelled by the Minister or terminated by the local authority or unless it is renewed by the local authority.

(5) The provisions of section 18(3) and of subsections (1) to (4) of this section apply to any renewal of a state of local emergency.

RSA 1980 cD-36 s19

Termination of declaration of state of local emergency

20(1) When, in the opinion of the local authority, an emergency no longer exists in an area of the municipality in relation to which a declaration of a state of local emergency was made, it shall by resolution or, in the case of the Minister of Municipal Affairs or a park superintendent of a national park, by order, terminate the declaration of a state of local emergency in respect of that area.

(2) Immediately after

(a) the passage of a resolution or order terminating a declaration under subsection (1),

(b) the cancellation by the Minister of a declaration of a state of local emergency, or

(c) the termination by lapse of time of a declaration of a state of local emergency,

the local authority shall cause the details of the declaration or cancellation or the fact of the termination by lapse of time to be published by such means of communication as it considers is most likely to make know to the majority of the population of the area affected the contents of the declaration or cancellation or the fact of the termination.

RSA 1980 cD-36 s20, 1985 c22 s18

Powers of local authority

21(1) On the making of a declaration of a state of local emergency and for the duration of the state of local emergency, the local authority may do all acts and take all necessary proceedings including the following:

(a) cause any emergency plan or program to be put into operation;

(b) exercise any power given to the Minister under section 16(1) in relation to the part of the municipality affected by the declaration;

(c) authorize any persons at any time to exercise, in the operation of an emergency plan or program, any power given to the Minister under section 16(1) in relation to any part of the municipality affected by a declaration of a state of local emergency.

(2) Repealed 1985 c22 s19.

(3) The local authority of a municipality other than an improvement district, special area, national park or Indian reserve may, during or within 60 days after the state of local emergency, by by-law that is not advertised but is approved by the Minister of Municipal Affairs, borrow any money necessary to pay expenses caused by the emergency including payment for services provided by the Government of Alberta or by the Government of Canada when the services were provided at the request of the local authority.

(4) In the case of an improvement district or special area, the Minister of Municipal Affairs may, during or within 60 days after the state of local emergency, borrow any money necessary to pay expenses caused by the emergency including payment for services provided by the Government of Alberta or by the Government of Canada when the services were provided at the request of the Minister of Municipal Affairs.

RSA 1980 cD-36 s21; 1985 c22 s19; 1994 cM-26.1 s642(59)

Dispute re compensation

22 If any dispute arises concerning the amount of compensation payable under this Act, the matter shall be determined by arbitration and the provisions of the *Arbitration Act* apply.

RSA 1980 cD-36 s22

Conscript's employment

23 A person's employment shall not be terminated by reason only that the person is conscripted pursuant to section 16(1) or 21(1).

1992 c31 s10

(no amdt)

ALBERTA REGULATION 62/2000

Disaster Services Act

GOVERNMENT EMERGENCY PLANNING REGULATION

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Schedule

Definitions

1 In this Regulation

(a) "department" means

(i) a department of the government established under the *Government Organization Act*, and

(ii) a board, commission or agency that is established by or under an enactment that is under the administration of a Minister;

(b) "deputy head" means,

(i) in the case of a department referred to in clause (a)(i), the deputy minister of the department, and

(ii) in the case of a board, commission or agency referred to in clause (a)(ii), the chair, managing director or chief executive officer of the board, commission or agency;

(c) "Disaster Services" means Disaster Services in the Department of Municipal Affairs;

(d) "government" means the Government of Alberta.

Responsibilities of Disaster Services

2(1) Disaster Services is responsible for the following:

(a) to prepare, implement and manage a program of emergency preparedness for Alberta;

(b) to prepare and implement a plan for the provision of government resources in emergencies, known as the "Alberta Emergency Plan";

(c) to promote and co-ordinate the preparation and maintenance of

(i) the emergency plans of local authorities,

(ii) the emergency plans of departments, and

(iii) other emergency plans that deal with emergencies affecting the Province of Alberta;

(d) to establish mutual aid arrangements and to maintain liaison with

(i) the departments, agencies and Crown corporations of the governments of the provinces and of Canada, and

(ii) the state of Montana;

(e) the prepare and conduct a program of training for employees of the government and of local authorities and other persons who have duties under government emergency operations.

(2) Nothing in subsection (1) affects the responsibilities that local authorities or departments may have in respect of emergency plans under other legislation.

Responsibilities of departments

3 The deputy head of a department must ensure that the department

(a) prepares and maintains emergency plans that include the department's functions assigned to it by the Schedule,

(b) prepares and maintains a business resumption plan to ensure that the department can provide essential services in emergencies,

(c) provides, when requested by a local authority, assistance and advice to enable the local authority to prepare plans to respond to emergencies, and

(d) makes available appropriate staff for the preparation and implementation by Disaster Services of hazard-specific response plans.

Emergency plans of departments

4(1) A department's emergency plans must be prepared in consultation with Disaster Services.

(2) The deputy head's duty under section 3(a) is not met unless the deputy head of the department approves the department's emergency plans.

(3) After a deputy head approves an emergency plan of the department, the deputy head must provide Disaster Services with a copy of the plan.

Emergency planning officer

5(1) The deputy head of each department must appoint a senior member of the department's staff to be the emergency planning officer of the department.

(2) An emergency planning officer for the department is responsible for

(a) establishing and maintaining liaison with Disaster Services to facilitate the preparation of emergency plans and arrangements;

(b) co-ordinating the preparation and maintenance of the department's emergency plans and arrangements;

(c) co-ordinating the functions to be discharged by the department in response to an emergency;

(d) maintaining a list of public and private resources that the department could use in responding to an emergency;

(e) maintaining a familiarity and ensuring that the department can carry out its functions under hazard-specific response plans whose preparation has been co-ordinated by Disaster Services;

(f) maintaining a system to ensure that departmental personnel who are necessary to implement the department's emergency plans are available and can be contacted on a 24-hour basis;

(g) ensuring that the department's deputy head is aware of emergency issues and activities.

Expiration

6 For the purpose of ensuring that this Regulation is reviewed for ongoing relevancy and necessity, with the option that it may be repassed in its present or an amended form following a review, this Regulation expires on June 30, 2005.

SCHEDULE

FUNCATIONS OF DEPARTMENTS IN EMERGENCIES

1 All departments:

(a) when an emergency response is co-ordinated from the Government Emergency Operations Centre, provision of departmental representatives to the Centre is required by the nature of the emergency;

(b) where appropriate, provision of on-site personnel to advise and assist local authorities;

(c) where appropriate, damage and loss appraisals within the capabilities of departments;

(d) provision to other departments of services, resources and personnel for emergency operations;

(e) protection of assets, financial records and other records maintained by the department;

(f) accounting of all departmental costs incurred during emergency operations;

(g) implementation of department's business resumption plan;

(h) preparation of a departmental post-emergency report.

2 Executive Council

(a) provision of accommodations, communications and other necessities for the continuity of Cabinet and associated committees;

(b) arrangements for the physical safety of Ministers and Legislative Assembly staff;

(c) assignment of priority to the communications and matters addressed to Cabinet that relate to the declaration of a State of Emergency and to emergency operations of the government.

3 Agriculture, Food and Rural Development

(a) advice and assistance on all agricultural matters;

(b) provision of veterinary inspection services;

(c) management of emergency livestock feeding services;

(d) management of a critical pest infestation response when so designated;

(e) provision of assistance to deal with a foreign animal disease outbreak;

(f) provision of damage assessment and restoration of public lands.

4 Children's Services

(a) in conjunction with child and family services authorities,

(i) provision of emergency social services;

(ii) continuity of essential treatment and care.

5 Community Development

(a) protection, to the extent possible, of heritage resources and art collections belonging to the government, and provision of expertise in matters related to the preservation of archival materials, including museum and art collections, World Heritage Site collections, historic buildings and documents in the Provincial Archives;

(b) provision for continuity of Alberta Seniors Benefit and Special Needs Assistance.

6 Economic Development

(a) co-ordination of industrial recovery assistance programs;

(b) provision of language interpretation services within the capabilities of the department as co-ordinated by the Translation Bureau of the Department of International and Intergovernmental Relations.

7 Environment

(a) provision of flood and water-flow forecasting services and management of flood control operations;

(b) provision of emergency water supply engineering services;

(c) provision of technical assistance for groundwater, hydrology and sewage problems;

(d) provision of emergency personnel, materials and services;

(e) management of air, water and land pollution monitoring, reporting and clean-up activities;

(f) assistance to Alberta Resource Development in the management of pollution problems related to the upstream petroleum-producing industry;

(g) assistance to a critical pest infestation response involving forested public lands;

(h) provision of emergency accommodation in parks;

(i) provision of recreational services for evacuees staying in emergency accommodation in parks;

(j) provision of private sector aircraft;

(k) management of wildfire suppression operations.

8 Government Services

(a) provisions of consumer protection measures during emergencies;

(b) provision of registry services during emergencies.

9 Health and Wellness

(a) continuity of essential treatment and care for hospital patients and others under care of the department;

(b) provision of emergency ambulance services;

(c) in conjunction with health authorities,

(i) provision of mental health contingency planning;

(ii) provision of emergency public health services;

(iii) provision of acute care contingency planning;

(iv) provision of food inspection services.

10 Human Resources and Employment

(a) ensure the continuation of services to persons in the care of the department;

(b) when required, assist municipalities in meeting the needs of disaster victims by providing or arranging for

(i) temporary shelter, food and clothing;

(ii) registration and inquiry service;

(iii) financial assistance when recoverable through a Disaster Recovery Program;

(c) provision of advice in radiation emergencies in co-ordination with the Atomic Energy Control Board;

(d) provision of occupation health and safety advice for workers employed at emergency sites.

11 Infrastructure

(a) provision of working accommodation in government-owned or leased space for government emergency response personnel;

(b) provision of lists of operating schools that may be used in emergency response activities;

(c) provision of emergency purchasing services;

(d) provision of aircraft from government or private sector charter sources;

(e) provision and control of government telecommunications networks and services;

(f) control of transport on roads under provincial control;

(g) completion of emergency repairs to, or construction of, roads, bridges, airports, dikes and levees under provincial control;

(h) provision of emergency transport, heavy equipment and mobile communication.

12 Innovation and Science

(a) provision of continued information and technology services to government during emergencies.

13 International and Intergovernmental Relations

(a) conduct of negotiations with the Government of Canada;

(b) assistance in liaison with departments of the Government of Canada;

(c) provision of interpretation and translation services.

14 Justice and Attorney General

(a) provision of legal advice and assistance to government emergency operations officials;

(b) provision of medical examiner services;

(c) provision of continuing and emergency police services;

(d) maintenance of the court system;

(e) continuity of protective measures for correctional institution inmates and co-ordination of the use of manpower from those institutions;

(f) submission of requests to the Government of Canada for assistance by the Canadian Armed Forces for policing or corrections matters.

15 Learning

(a) liaison with school boards and post-secondary institutions to ensure safety of students and staff.

16 Municipal Affairs

(a) facilitate liaison with local authorities and, if required, recommend the appointment of an official administrator to act as council;

(b) co-ordination and identification of available emergency accommodation;

(c) provision of advice and information on organizations having the capability to make recommendations and conduct inspection of damaged buildings and building systems;

(d) co-ordination of fire-fighting organizations of local authorities;

(e) through Disaster Services,

(i) co-ordination of the government response to emergencies;

(ii) provision of the Alberta Emergency Public Warning System;

(iii) provision of recommendations to government regarding a declaration of a state of emergency;

(iv) activation and operation of the Government Emergency Operations Centre if required;

(v) liaison with Government of Canada agencies for emergency resources, except for that assistance required for forest fire fighting or in a situation in which a police agency has primary jurisdiction;

(vi) preparation, co-ordination and distribution of government situation reports;

(vii) collection, collation and analysis of government emergency operations costs;

(viii) provision of recommendations to the government regarding assistance to citizens or municipalities affected by an emergency, and the sharing of costs;

(ix) development, validation and revision of government emergency response plans.

17 Personnel Administration Office

(a) assistance in seconding government employees to emergency response organizations or activities.

18 Public Affairs Bureau

(a) provision, in conjunction with involved departments, of a co-ordinated public affairs plan for the government response to an emergency.

19 Resource Development

(a) management of remedial operations related to all problems of well control, pipeline failures, power interruption or coal mining operations and, if necessary, assumption of control and conduct of such operations;

(b) management, with the assistance of Alberta Environment, of pollution problems related to the upstream petroleum-producing industry;

(c) management, with the assistance of Alberta Environment, of oil spill control and clean-up operations;

(d) provision of professional expertise in all matters related to energy sources and energy;

(e) provision of advice and assistance regarding and, if necessary, control of the distribution of public utilities.

F2

(no amdt)

ALBERTA REGULATION 51/94

Public Safety Services Act

DISASTER RECOVERY REGULATION

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Definitions

1 In this Regulation,

(a) "compensation" means

(i) compensation by payment or in another form for damage or loss caused by a widespread disaster or a localized disaster, or

(ii) a payment for costs incurred by a local authority or the Government of Alberta in conducting emergency operations;

(b) "Director" means the Director of the Disaster Recovery Branch of the Alberta Public Safety Services Agency;

(c) "disaster recovery program" means a program of the Government of Alberta intended to respond to the needs of a large number of people, businesses or municipalities affected by a disaster or to restore the operations of the Government of Alberta affected by a disaster;

(d) "localized disaster" means .. disaster

(i) that has threatened the economic viability of a small number of people, businesses or municipalities,

(ii) the cause of which was extraordinary, and

(iii) that has caused damage or loss for which insurance was not readily and reasonably available before the disaster occurred;

(e) "widespread disaster" means a disaster for which a disaster recovery program has been approved under section 4.

Guidelines

2 The Minister may establish guidelines that

(a) govern the assessment of damage or loss caused by a disaster,

(b) govern what damage or loss caused by a disaster or costs incurred in emergency operations may be compensated, and

(c) establish limits on the amount of compensation that may be provided to an applicant.

Limit on compensation

3 No compensation may be provided

(a) for damage, loss or costs that are

(i) an ordinary or normal risk of a business, trade, calling or occupation,

(ii) loss of income,

(iii) interest charges on loans and overdue accounts, or

(iv) normal operating expenditures;

(b) to restore property to a level that exceeds its condition before a disaster.

Widespread disaster

4(1) The Minister may approve a disaster recover program in respect of a disaster if the Minister is satisfied that

(a) the disaster has caused widespread damage to property, and

(b) the cause of the disaster was extraordinary.

(2) A disaster recovery program may include

(a) terms and conditions for providing compensation,

(b) the forms in which the compensation may be provided, and

(c) special provisions dealing with the assessment of damage and loss.

(3) The Managing Director is responsible for the administration of a disaster recovery program in respect of a widespread disaster.

Compensation for localized disaster

5(1) A person may apply to the Director for compensation for damage or loss caused by a localized disaster.

(2) The Director may provide compensation to an applicant under this section if

(a) the applicant

(i) has suffered damage or loss caused by a localized disaster, and

(ii) is eligible to receive the compensation under section 9,

and

(b) the provision of compensation is approved by the Managing Director.

(3) If the Director is not satisfied that an applicant meets the requirement of subsection (2)(a), the Director must provide the applicant with a written notice that sets out the reasons for the decision.

(4) If the Managing Director does not approve the provision of compensation under subsection (2)(b), the Managing Director must provide the applicant with a written notice that sets out the reasons for the decision.

Compensation for emergency operations costs

6(1) A local authority or the Government of Alberta may apply to the Director for compensation for costs incurred in conducting emergency operations.

(2) The Director may provide compensation to an applicant under this section if

(a) the applicant

(i) has incurred costs in conducting emergency operations, and

(ii) is eligible to receive the compensation under section 9,

and

(b) the provision of compensation is approved by the Managing Director.

(3) If the Director is not satisfied that an applicant meets the requirements of subsection (2)(a), the Director must provide the applicant with a written notice that sets out the reasons for the decision.

(4) If the Managing Director does not approve the provision of compensation under subsection (2)(b), the Managing Director must provide the applicant with a written notice that sets out the reasons for the decision.

Review of Director's decision

7(1) An applicant who receives the Director's notice referred to in section 5(3) or 6(3) may request the Managing Director to review the decision of the Director set out in the notice.

(2) The applicant must submit the request for the review within 21 days after the applicant receives the Director's notice.

(3) The Managing Director in conducting the review may consider recommendations from the Disaster Recovery Committee established under section 4 of the Act and may confirm the Director's decision or determine that the applicant has met the requirements of section 5(2)(a) or 6(2)(a).

(4) The Managing Director must provide the applicant with a written notice that sets out the reasons for the decision.

Appeal of Managing Director's decisions

8(1) An applicant who receives the Managing Director's notice referred to in section 5(4), 6(4) or 7(4) may appeal the decision of the Managing Director set out in the notice to the Minister.

(2) The applicant must submit the request for the appeal within 30 days after the applicant receives the Managing Director's notice.

(3) The Minister may confirm the Managing Director's decision or direct that compensation be provided to the applicant.

(4) The Minister must provide the applicant with a written notice that sets out the reasons for the decision.

Eligibility requirements

9 An applicant is ineligible to receive compensation for damage or loss caused by a widespread or localized disaster or for costs incurred in conducting emergency operations if

(a) the damages, loss or costs could have been reasonably prevented,

(b) insurance for the damage, loss or costs was reasonably and readily available before the disaster or emergency occurred,

(c) there is a substantial likelihood that the damage, loss or costs could be recovered through legal action, or

(d) the full amount of the damage, loss or costs is available under other Government of Alberta programs.

Public interest exception

10 Notwithstanding any provision of this Regulation, the Minister may direct that compensation be provided to a person who suffered damage or loss caused by a disaster or to a local authority or the Government of Alberta that incurred costs in conducting emergency operations if, in the Minister's opinion, it is in the public interest to provide the compensation.

Subrogation

11(1) In this section,

(a) "Crown" means Her Majesty the Queen in right of Alberta;

(b) "payment" means a payment authorized by the Alberta Public Safety Services Agency or the Minister to compensate for damage or loss caused by a disaster or for the purpose of sharing costs incurred by a local authority in conducting emergency operations;

(c) "third party' includes a department, division or agent of the Government of Alberta other than the Alberta Public Safety Services Division.

(2) This section applies to payments made under the *Disaster Assistance Regulation* (Alta. Reg. 321/85) in 1992, 1993 and 1994 and to payments made under this Regulation.

(3) Where a payment is made to a person who suffered damage or loss or to a local authority that incurred emergency operation costs, the Crown is subrogated for the amount of the payment to all of the rights and causes of action that the person or local authority who received the payment has against a person who caused or contributed to the cause of the disaster or emergency.

(4) The Crown may maintain an action under subsection (3) in the name of the person or local authority who received the payment or in the name of the Crown.

(5) Where

(a) a payment is made to a third party who has provided a service or benefit or to allow a third party to provide a service or benefit to a person who suffered damage or loss caused by a disaster,

(b) the service or benefit has been provided to the person, and

(c) the service or benefit compensates the person for some of the damage or loss,

the Crown is subrogated for the amount of the payment to all of the rights and causes of action that the person who suffered the damage or loss has against a person who caused or contributed to the cause of the disaster.

(6) The Crown may maintain an action under subsection (5) in the name of the person who suffered the damage or loss or in the name of the Crown.

(7) The Crown's rights of subrogation is not affected by the fact that

(a) the person who suffered damage or loss has not been fully indemnified for the loss or damage, or

(b) the local authority that incurred emergency operation costs has not been fully indemnified for those costs.

(8) Evidence by the Crown that a payment was made to a person to compensate the person for damage or loss caused by a disaster is prima facie proof that the person suffered damage or loss caused by a disaster at least in the amount of the payment.

(9) Evidence by the Crown that a payment was made to a local authority for the purpose of sharing costs incurred by the local authority in conducting emergency operations in prima facie proof that the local authority incurred those costs in conducting emergency operations.

(10) Evidence by the Crown that a payment was made to a third party who has provided a benefit or service or to allow the third party to provide a benefit or service to a person who suffered damage or loss caused by a disaster and that the service or benefit has been provided to the person is prima facie proof that

(a) the third party has provided the service or benefit to the person,

(b) the person suffered damage or loss caused by the disaster, and

(c) the service or benefit compensates the person for some of the damage or loss in the amount of the payment.

Transitional

12 *Nothwithstanding section 13, section 2(2) of the Disaster Assistance Regulation (Alta. Reg. 321/85) applies and section 9 of this Regulation does not apply to applications for compensation*

(a) for damage or loss caused by a disaster that occurs before this Regulation comes into force, and

(b) for the payment of costs incurred in conducting emergency operations that occur before this Regulation comes into force.

Repeal

13 *The Disaster Assistance Regulation (Alta. Reg. 321/85) is repealed.*

PART III

EMERGENCY RESPONSE GUIDELINES

GENERAL

This part of the Alberta Emergency Plan provides guidelines for typical responses to the hazards which are most likely to occur in the province. These are general guidelines only. Each incident will vary and the response will be tailored appropriately. The response at the provincial level is of a general coordinating nature, as opposed to the detailed and direct response activities at the incident scene.

Each level of government has plans in place to support a response. Local authorities are required to prepare Municipal Emergency Plans which address the hazards specific to their communities. A range of provincial plans have also been developed which outline in more detail governmental response to emergencies or disasters. (Executive Summaries of provincial plans are in Part IV of this plan.)

Many agencies have agreements in place to share resources during a response. These agreements include mutual aid agreements between municipalities and between municipalities and the private sector, and agreements between the provincial and federal governments. Some of these latter agreements are known as National Emergency Arrangements and are summarized in Part V of this plan.

Disasters and emergencies and the responses to them normally occur in four major phases: warning, preparation, response and recovery. Depending on the nature of the event, the warning and preparation phases could be extremely short.

These guidelines are only a framework for an effective response. Good planning, education, and practice are essential if municipalities, the provincial and federal governments and the private sector are to respond effectively to an emergency and be well-positioned for recovery activities.

SUMMER STORMS

Summer storms are common in Alberta. They can include considerable rain, thunder and lightning, high winds, and often hail. Under certain conditions thunderstorms can generate tornadoes. These storms pass through all four phases of disaster management: warning, preparation, response and recovery.

The Prairie Storm Prediction Centre (PSPC) of the Meteorlogical Service of Canada, located in Winnipeg, Manitoba monitors severe weather in Alberta. They are responsible for issuing forecasts, Severe Weather Watches (indicating that conditions are favourable for the development of severe weather), and Severe Weather Warnings (indicating that severe weather is imminent). Weather Warnings and Watches are distributed to the media, various government departments, and certain emergency services. They are also broadcast by Weatheradio which covers much of the province, and are available on the internet. Tornado warnings are issued by a Severe Weather Team when a tornado touchdown has been reported by a credible observer or other scientific criteria have been met. This can mean that the warning period will be very short. The PSPC will activate the Alberta Emergency Public Warning System for a Tornado Warning for areas at risk which are covered by the system.

If watches or warnings are issued by PSPC, persons involved in emergency preparedness and response should be alert and listen to local media, Weatheradio or other sources for updated information as it becomes available.

During the preparation phase, local authorities and government departments can move resources to where they are likely to be needed. They may also increase readiness by reviewing procedures, testing public notification and warning systems, and increasing staff levels. As well, they can alert local broadcast media to potential future warnings, and notify utilities likely to be affected by the event.

During the response phase, local authorities will be the first to respond to localized flooding, lightning and wind damage. Provincial departments, in particular Infrastructure, may provide resources for areas under provincial control (e.g. provincial roads and bridges). Industry will provide the initial response for damages on an industrial site. It is possible that the GEOC could be partially or wholly activated in the impact and recovery phases, particularly if the situation is beyond local authorities' capabilities.

During the recovery phase, clean up will normally be a municipal responsibility, although provincial departments will complete recovery efforts in areas of provincial responsibility.

Many government departments and agencies could be involved in responding to the effects of summer storms. The departments usually involved include:

- Municipal Affairs (Disaster Services, Communications)
- Infrastructure (Motor Transport Services, Regions, Dangerous Goods Control and Rail Safety)
- Environment (Pollution Control, Water Monitoring, Land and Forest Service)
- RCMP and local police forces
- Emergency Preparedness Canada
- Department of National Defence
- utility companies

FLOODS

These guidelines cover limited and general flooding.

Limited flooding causes isolated problems which local authorities generally can manage within their resources. Provincial departments may provide advice and assistance to the local authorities.

General flooding involves large areas and usually exceeds the response capabilities of affected municipalities. In these circumstances the government may implement the Alberta Emergency Plan to assist these municipalities.

General flooding incidents normally occur in the four phases of disaster management: warning, preparation, response and recovery.

The Meteorological Service of Canada (MSC) and Alberta Environment, Water Science Branch (WSB), provide storm and flood warnings respectively to government agencies and the general public.

In the preparation phase the Government Emergency Operations Centre may be partially activated. The following agencies may be alerted or placed on standby:

- Municipal Affairs (Disaster Services, Communications)
- Infrastructure (Regions, Motor Transport Services)
- Agriculture, Food and Rural Development
- Environment
- RCMP and local police forces
- TELUS
- Human Resources and Employment
- Emergency Preparedness Canada
- Department of National Defence

Municipalities that may be at risk will be alerted by the WSB and by the Branch.

A Public and Media Inquiry Room may be activated. Liaison officers may be dispatched to municipal Emergency Operations Centres.

In the response phase emergency provincial government assistance to municipalities will be coordinated from the GEOC.

The government may approve a Disaster Recovery Program, which would be administered by the Branch.

WINTER STORMS

Winter storms occur in the four phases of disaster management: warning, preparation, impact, and recovery. They could involve heavy snow, blizzards, and freezing rain.

The Meteorological Service of Canada (MSC) provides forecasts and warnings which are broadcast over Weatheradio and issued to radio and television stations. A number of provincial government departments and the RCMP also receive weather warnings by facsimile.

In the preparation phase, Infrastructure (Regions) will alert snowplow crews. The public will be advised of travel dangers, route restrictions, and general precautions to take on the road. Police forces and Infrastructure regional personnel may increase their staff readiness or levels. The GEOC may be partially activated.

During the response phase resources identified during the preparation phase are deployed. RCMP and Infrastructure road crews are responsible for public safety and can close primary highways if necessary. Municipal authorities can similarly close roads under their jurisdiction. Municipalities may have to accommodate stranded travellers. GEOC staff will monitor the number of people in these circumstances. Municipalities are to maintain records of incremental expenses incurred in these situations.

During the recovery phase, Infrastructure Regions and the police will keep the public advised of road openings and road conditions through the electronic media and the Alberta Motor Association road hotline.

Utility companies will repair power or telephone systems that have been damaged.

FOREST FIRES

Alberta Environment, Land and Forest Service, is responsible for fighting forest fires in the province. These guidelines address large forest fires that are out of control and potentially life-threatening. Large numbers of people may have to be evacuated.

Forest fires normally occur in four phases: warning, preparation, impact and recovery.

Land and Forest Service collects information on a daily basis during the warning phase. This information is gathered and analysed by the Provincial Forest Fire Centre in Edmonton. During the fire season, April 1 to October 31, Environment provides regular updates to the public regarding weather conditions and potential forest fire hazards.

In the preparation phase the Land and Forest Service reviews mutual aid agreements with other provinces, the federal government, and U.S. states. The Service also negotiates contracts for firefighting air support such as helicopters, spotter aircraft, and water bombers. During the fire season, the Provincial Forest Fire Centre coordinates the daily re-deployment of firefighting resources to meet the threat.

Should communities be threatened by forest fires, residents may have to be evacuated. The GEOC would be partially or fully activated to coordinate government support. The Public and Media Inquiry Room may be set up. Liaison officers may be dispatched to municipal Emergency Operations Centres if they are activated. The following may be alerted or put on standby:

- Municipal Affairs (Disaster Services, Communications)
- Environment
- Infrastructure (Regions, Communications)
- Public Affairs Bureau
- RCMP/local police forces
- Health and Wellness
- Human Resources and Employment
- Emergency Preparedness Canada
- Department of National Defence
- Department of Indian & Northern Affairs

The recovery phase begins once the Land and Forest Service declares a fire to be under control. If permitted, evacuees will be returned to their homes. This will be the local authority's responsibility with provincial support coordinated by the Branch.

MAJOR HEALTH INCIDENT

There are normally only two phases in a major health incident: response and recovery. Under most circumstances, the response is beyond the capabilities of the local authority and its emergency response services. The Municipal Emergency Plan may be activated, as well as partial or full activation of health authorities' mass casualty response, facility evacuation or public health plans. If a large number of casualties are involved or there is significant property damage, local authorities may request provincial government support.

Regional health authorities will have various types of emergency plans in place. Executive summaries of the models for the plans are in Part IV of this plan.

The provincial GEOC may be partially activated to support the local authorities. The following may be required to provide representatives to the GEOC:

- Municipal Affairs (Disaster Services, Communications)
- Health and Wellness
- RCMP/police force
- Justice and Attorney General - Provincial Medical Examiner
- Human Resources and Employment
- Emergency Preparedness Canada
- Department of National Defence
- Department of Indian and Northern Affairs
- other federal departments with a significant role

The Branch will deploy a liaison officer to the municipal Emergency Operations Centre.

The recovery phase begins once the incident has been brought under control and the casualties or the evacuees have been removed from the site(s). Safety inspections of buildings and infrastructure may be required before area clean up can begin.

Damage assessments will be completed by the private sector, local authorities and provincial departments. The provincial government may authorize a Disaster Recovery Program.

DANGEROUS GOODS INCIDENT

There are normally only two phases in dangerous goods incidents: response and recovery. In most cases, the local authority can manage the response. Large municipalities and the private sector also have specialized response teams which may be available to other local authorities if needed.

If the incident poses a threat to public safety and residents may have to be evacuated, the government may activate the Alberta Government Support Plan for a Dangerous Goods Incident: an executive summary is in Part IV of this plan.

The response phase begins when the incident occurs. Arrangements are in place to ensure that all involved agencies (e.g. police, Environment, Energy and Utilities Board, Infrastructure and Municipal Affairs) notify each other of the incident and begin coordinating the response.

The following may be involved:

- Municipal Affairs (Disaster Services, Communications)
- Environment
- Infrastructure (Dangerous Goods Control and Rail Safety, Communications)
- RCMP/local police forces
- Energy and Utilities Board (if the incident occurs in the upstream segment of the petroleum industry)
- Human Resources and Employment (OH&S)
- Cities of Edmonton and Calgary (regional decontamination units)
- industry (producer, shipper, carrier, etc.)

Once the incident is under control the recovery phase begins. Post-event activities involve restoration of the environment, determination of causes of the incident, and pursuit of legal processes if necessary.

UPSTREAM PETROLEUM INDUSTRY INCIDENT

The upstream petroleum industry is that portion of the industry "upstream" of the refinery, e.g. wells, pipelines, etc.

Many upstream incidents will normally have only two phases: response and recovery. Response to an incident is initially the responsibility of the industrial operator of the facility, but information is exchanged with all agencies which could be involved (e.g. police, local authorities, Environment, Energy and Utilities Board (EUB), Infrastructure and Municipal Affairs). EUB is the lead government agency for such an incident, and will call on other departments and agencies as required. The GEOC may be activated for the initial response, or could remain open for larger incidents.

The response phase begins when the incident occurs. Arrangements are in place to ensure that all involved agencies notify each other of the incident and begin coordinating the response.

If the incident threatens public safety and residents may have to be evacuated, the government may activate the Alberta Government Support Plan for an Upstream Petroleum Industry Incident: an executive summary is in Part IV of this plan.

The following may be involved:

- Municipal Affairs (Disaster Services, Communications)
- Environment
- Infrastructure (Dangerous Goods Control and Rail Safety, Communications)
- Health and Wellness
- RCMP/local police forces
- Energy and Utility Board
- Human Resources and Employment (OH&S)
- industry (producer, shipper, carrier, etc.)

Once the incident is under control the recovery phase begins. Post-event activities involve restoration of the environment, determination of causes of the incident, and pursuit of legal processes if necessary.

CATASTROPHIC EARTHQUAKE IN BRITISH COLUMBIA

The British Columbia coast is a known earthquake zone in which there is a potential for a catastrophic earthquake. A catastrophic earthquake is likely to occur without any warning beyond the scientific certainty that one will occur at some time.

Should the epicentre be near Vancouver Island or the Lower Mainland, fatalities, injuries, and infrastructure damage will be enormous. Although evidence of the occurrence will be available from a number of sources, the extent of the effects on people and infrastructure will not be clear for some days. The assessment process will be considerably complicated by unusable roads, airports, bridges, and communications systems.

The Government of Canada has developed the National Earthquake Support Plan (NESP) to coordinate the response to such a catastrophe. British Columbia has a similar plan to organize its resources. Alberta as the neighbouring province is a logical location for identification, marshalling, and transportation of relief resources to B.C. To this end, the joint federal/provincial "Alberta Support Plan for A Catastrophic Earthquake in British Columbia" has been developed and validated.

When there is evidence of a catastrophic earthquake, the Alberta Support Plan and the GEOC will be activated. This will involve most provincial departments, regional offices of federal departments, the cities of Edmonton and Calgary, the private sector, and non-governmental organizations. All these agencies provide representation to the GEOC, where they are organized into functional resource groups. An executive summary of the Alberta Support Plan is in Part IV of this plan.

The Public and Media Inquiry Room will be established when the plan is activated.

The activation of the Plan and the GEOC will be an extended one. Initial response activities to preserve human life and mitigate damage will be followed by a major recovery phase. As the extent of damages becomes better defined and as communications facilities are restored, the nature and degree of Alberta's involvement will become clear and the response organization will be structured accordingly.

The ASP and provincial response activities are not stand-alone functions. Response activities in Alberta will be an element of the national response. The ASP is linked to and complements the NESP.

NUCLEAR/RADIATION INCIDENT

There are no nuclear power-generating plants or other major nuclear devices located in Alberta. However, radioactive materials are used in the oil and gas industry, the University of Alberta (Slowpoke reactor), and for specific medical procedures in many hospitals.

Nuclear/radiation incidents will occur in three phases: preparation, impact, and recovery.

Federal/provincial arrangements have been established during the preparation phase for the collection and testing of samples. These are related principally to risks from off-shore incidents (e.g. Chernobyl). Human Resources and Employment (OH&S), the private sector, and the Atomic Energy Control Board have arrangements in place for incidents within the province.

At the impact phase appropriate departments and agencies are advised of the incident from a number of sources including the operator, police, media, and Emergency Preparedness Canada. The Branch will notify departments with a role in the response.

Health Canada is the lead federal department. Alberta Disaster Services will be the provincial coordinator and Human Resources and Employment (OH&S) will be the lead department.

The recovery phase involves the clean-up of the contaminated product. Normally this will be a joint effort for offshore nuclear fall-out incidents. Provincial incidents will involve provincial and private sector resources.

The following provincial departments and agencies may be involved:

- Municipal Affairs (Disaster Services, Communications)
- Infrastructure (Dangerous Goods Control and Rail Safety)
- Human Resources and Employment (OH&S)
- Environment
- Health and Wellness
- Agriculture, Food and Rural Development

The following federal departments and agencies may be involved:

- Atomic Energy Control Board
- Health Canada
- Department of National Defence
- Agriculture and Agri-Food Canada
- Emergency Preparedness Canada

The Federal Nuclear Emergency Response Plan may also be activated if the incident is of sufficient magnitude.

PANDEMIC DISEASES

Pandemic diseases refers to diseases which combine high mortality and morbidity, global effect, and treatment difficulties related to countermeasure (usually vaccines) development and distribution.

The pandemic disease currently receiving significant planning effort is Pandemic Influenza.

The overriding planning factor associated with pandemic influenza is that the disease impacts individuals in every sector of society and across most age groups. This is complicated by difficulties in determining that a disease is pandemic in nature and in developing, producing and distributing a vaccine.

Pandemic diseases are planned for in three phases, which can be related to the four emergency management phases:

- Pre-pandemic (warning and preparation)
- Pandemic (response)
- Post-pandemic (recovery)

International, national and provincial planning efforts are underway to develop pandemic influenza contingency plans.

These plans are generally organized by the three pandemic planning phases, consideration being given within each phase to aspects of surveillance (confirmation of a pandemic), vaccine (development, production and distribution), health services (to ensure continuity of minimum levels of service) emergency preparedness and response, and public and media communications.

Plans will also coordinate responsibilities and functions among federal, provincial and municipal governments and health authorities.

The Government Emergency Operations Centre, among other coordination centres, would be activated for the pandemic and post-pandemic phases (response and recovery).

The pandemic and post-pandemic (response and recovery) phases will involve all essential service providers, including all levels of government, emergency responders, utilities, telecommunication providers and many industry and business sectors.

PART IV

EXECUTIVE SUMMARIES, PROVINCIAL EMERGENCY RESPONSE PLANS

SUPPORT PLAN FOR A CATASTROPHIC EARTHQUAKE IN BRITISH COLUMBIA

PURPOSE

The purpose of this plan is to coordinate public and private sector support to assist British Columbia to respond to and recover from a catastrophic earthquake.

SCOPE

The plan outlines how the governments of Alberta and Canada and local authorities in Alberta will support provincial and federal authorities in British Columbia with public and private sector resources.

The plan provides for receipt and validation of requests, and sourcing and delivery of resources which may be requested by British Columbia. Requests may come directly from the BC government or through other channels, principally the National Support Centre in Ottawa.

CONCEPT

Following a catastrophic earthquake, various response and operations centres will be activated in British Columbia (provincial facilities in Victoria and Vancouver, and municipalities), Alberta (the Alberta Support Centre in Edmonton, and the cities of Edmonton and Calgary), and Ottawa (the National Support Centre).

The National Logistic Operations Management System will be activated from the National Support Centre in Ottawa. Staging areas (in Alberta, likely Edmonton and Calgary) and an advanced holding zone will be identified as near as possible to the affected area and capable of receiving resources.

Priorities for obtaining and delivering resources will be coordinated by authorities in British Columbia, Ottawa, Alberta, and other contributing provinces and territories and the private sector.

If possible, Alberta will send liaison teams to operations centres in British Columbia and Ottawa. Ottawa may also send liaison teams to operations centres in British Columbia and Alberta.

INVOLVED AGENCIES

Provincial departments, federal regional offices, the cities of Edmonton and Calgary, the private sector, and non-governmental agencies could be a part of the Alberta Support Centre. This would be tailored according to the nature of the assistance required.

The Alberta Support Centre will be organized in functional resource groups (Human Resources, Telecommunications, Emergency Services, Transportation, Supply and Services, Utilities and Energy, Damage Limitation, and Special Agencies) without regard to the level of government. The Department of National Defence will also send a liaison team to the Support Centre. Centralized support and routine coordination is provided by Branch staff and the Communications Branch. The Executive Director of the Branch and the Regional Director (Alberta and N.W.T.) Emergency Preparedness Canada will provide overall control of operations in the Alberta Support Centre.

EMERGENCY RESPONSE SUPPORT PLAN
FOR AN UPSTREAM PETROLEUM INDUSTRY INCIDENT

PURPOSE

The purpose of this plan is to outline how provincial resources will be coordinated to assist the industrial operator and the local authority to respond to an upstream petroleum industry incident. ("Upstream" in this context refers to that portion of the petroleum industry before the refinery. This includes wells, pipelines, etc.)

SCOPE

The plan is directed at the response phase of an emergency, and not follow-up activities such as investigations and corrective actions.

The plan provides for a flexible and effective response to an emergency in the upstream petroleum industry. Emergencies will be characterized into three levels of response depending on the severity of the incident.

CONCEPT

The plan allows for a flexible response in which only the resources required to bring the emergency under control will be used. Emergencies are normally managed and controlled by the industrial operator. The local authorities and appropriate government departments or agencies will provide additional support when necessary.

The operator, emergency responders, departmental field representatives, or the general public will notify the Branch of an incident. Departments and agencies required to assist in the response will be notified by the Branch.

Dependent on the nature and magnitude of the incident, operations centres can be established by the operator, the local authority, the regional office of the Energy and Utilities Board, or the provincial government.

Communications with the public and the media about the incident will be coordinated with the industrial operator, the local authority, and government agencies.

INVOLVED AGENCIES

The Energy and Utilities Board is the lead government agency for this plan. They are supported in the first instance by Municipal Affairs (Disaster Services and Communications). Other departments will be called on as needed.

The industrial operator is responsible for certain actions stipulated by the Energy and Utilities Board. In any event the operator will maintain contact with all operations centres.

EMERGENCY RESPONSE SUPPORT PLAN FOR A DANGEROUS GOODS INCIDENT

PURPOSE

The purpose of this plan is to outline how the government and private sector will assist the industrial operator and local authorities to respond to a dangerous goods incident.

SCOPE

The plan is directed at the response phase of an emergency, and not follow-up activities such as investigations and corrective actions.

The plan provides for a flexible and effective response to an emergency involving dangerous goods. Responsibilities, regulatory or otherwise, are identified for all levels of government and for industry.

CONCEPT

The government will be notified of a dangerous goods incident by the industrial operator, emergency responders, or the general public. A government organization receiving notification of an incident will advise the Coordination and Information Centre of Infrastructure, which will ensure appropriate departments are informed. If the incident is transportation-related, the Coordination and Information Centre will notify the carrier's head office.

The local authority with jurisdiction over the incident site will initially be responsible for the emergency response. This will be coordinated with industry and carrier representatives on the site. Rail carriers have jurisdiction within their right-of-way and are also federally regulated. Assistance for incidents beyond the capability of the local authority will be coordinated by Disaster Services.

Depending on the nature and magnitude of the incident, operations centres can be established by the carrier, shipper, local authority, or provincial government at the incident site or elsewhere. Regular consultation among all involved parties is critical to successful completion of the operation.

Communications with the public and the media about the incident will be coordinated closely among the carrier, industry, and government agencies.

INVOLVED AGENCIES

Municipal Affairs (Disaster Services and Communications) and Infrastructure (Dangerous Goods Control and Rail Safety) will normally be the principal provincial department in an incident. Environment (Pollution Control) and Human Resources and Employment (OH&S) will also be involved. Other departments can be called on as needed.

Incidents involving national rail carriers will require the participation of national regulatory and safety agencies.

Private sector involvement could include the carrier, shipper, and producer.

CRITICAL PEST INFESTATION RESPONSE PLAN

PURPOSE

The purpose of this plan is to outline how all levels of government will respond to a critical pest infestation posing a serious threat to agricultural or forest resources in Alberta.

SCOPE

The plan deals with an extraordinary pest infestation that threatens plant life in the agriculture and forestry sectors. The infestation must require urgent attention and be beyond the capability of a single department or level of government to manage within normal operations.

Situations covered by this plan include a plant pest infestation which cannot be controlled by a single provincial or federal department; when a pest of critical importance is threatening to enter or has already entered the province; when government response actions impact the agricultural or forestry sectors significantly; and when response measures create major hardships for crop or forestry producers.

CONCEPT

The Critical Pest Technical Committee, with provincial and federal representatives from forestry, agricultural, and environmental departments, will meet when a threat is first identified.

The Critical Pest Management Council, consisting of Deputy Ministers of all involved departments, may then meet to determine the magnitude of the threat, design the necessary response, and implement the measures necessary to counter the threat. The Council may recommend action such as Ministerial Orders, area quarantine, or other restrictions necessary to control the infestation.

Once the Council has issued the necessary direction, an Operations Team of selected department representatives and technicians will gather in the GEOC to manage the incident response.

INVOLVED AGENCIES

Agencies involved could include provincial and federal departments mandated for agricultural and forestry matters, affected municipalities, affected producers, or industry.

FOREIGN ANIMAL DISEASE ERADICATION SUPPORT PLAN

PURPOSE

The purpose of this plan is to outline how the three levels of government will assist The Canadian Food Inspection Agency to eradicate a foreign animal disease outbreak in Alberta.

SCOPE

The plan describes how agencies and procedures will assist The Canadian Food Inspection Agency, which is the lead department in an incident, to respond to a threat.

CONCEPT

The plan has two levels of response. Level 1, the preparation phase, will be initiated when an outbreak is suspected but not yet confirmed. In this level, all involved agencies will be notified and lines of communication established. Operations centres, and facilities and equipment for quarantining areas, restricting movement, and disposing of carcasses will also be set up.

Level 2, the response phase, will be implemented when The Canadian Food Inspection Agency has confirmed that a foreign animal disease is present. During this level, the infected area is defined, movement is controlled, infected livestock is evaluated and destroyed or disposed of, infected premises are cleaned and disinfected, the origin of the disease is traced, and potential further spread is controlled.

INVOLVED AGENCIES

The Canadian Food Inspection Agency is the lead agency. Other federal and provincial departments involved with livestock and related food production, emergency response departments, and the affected municipalities could be involved.

SUPPORT PLAN FOR SEARCH AND RESCUE OPERATIONS

PURPOSE

The purpose of this plan is to outline how provincial departments, the Department of National Defence, the Canadian Parks Service, police services, and non-governmental organizations will coordinate search and rescue operations.

SCOPE

The plan describes how both ground and downed aircraft search and rescue operations are coordinated.

Ground search and rescue is the responsibility of the pertinent police force, supported by volunteer ground search and rescue groups and government or private sector aircraft.

Search and rescue of downed aircraft crews is the responsibility of the Department of National Defence, supported by volunteer air search organizations.

CONCEPT

The two types of search and rescue operations are normally notified from different origins. Downed aircraft operations will normally be initiated by receipt of signals from Emergency Locator Beacons, reports of overdue aircraft arrivals, or witness' sightings. Ground search and rescue operations will normally be initiated by receipt of a signal from a Personal Locator Beacon, or by reports of overdue or missing individuals.

In both types of operations, the immediate launch of search operations will increase the chances of finding individuals early and in good health. The plan includes a system to notify all involved agencies of the nature, location, and demands of an operation.

INVOLVED AGENCIES

Search operations for downed aircraft will involve the Department of National Defence (lead agency), volunteer air search organizations, and possibly other aircraft from government or the private sector.

Ground search and rescue operations will involve the relevant police force (lead agency), volunteer ground search and rescue groups, volunteer air search organizations, on occasion the Department of National Defence, and possibly other government or private sector aircraft.

SCHOOL & SCHOOL BOARD EMERGENCY PLANNING MODELS

PURPOSE

The purpose of these planning models is to assist school authorities to prepare a plan for a prompt, efficient, and coordinated response to emergencies that affect a school or school board.

SCOPE

The models include suggested response measures for the hazards which could affect a school or school board. Individual schools and boards will tailor the plans to suit their circumstances.

CONCEPT

The plans include point-form response procedures for key emergency response functions. School authorities can use these checklists as a start-point in adjusting the model plans to suit the circumstances, size, layout, etc., of their facility or board.

The models are also available in a french language format and a First Nations version.

INVOLVED AGENCIES

The plans encourage school authorities to develop and validate their plan with input from the local disaster services officials, emergency responders, etc. The resultant plans should complement the Municipal Emergency Plan.

GOVERNMENT DEPARTMENT DISASTER RECOVERY PLANNING GUIDE

PURPOSE

The purpose of this guide is to assist government departments to prepare a departmental disaster recovery plan. This will assist departments affected by an emergency or disaster to restore essential services as quickly as possible so that service to the public or other clients can be continued.

SCOPE

The guide includes:

- disaster recovery team organization
- risk assessment
- facilities analysis
- paper and electronic records analysis
- electronic data processing protection
- media and public communications
- administrative support
- employee critical incident stress support
- telecommunications services and systems
- a disaster resources database.

The guide gives suggested or typical content for each element of a plan which individual departments can tailor to their specific circumstances, service or product, and size.

CONCEPT

The guide is intended to be used by departmental officials to assist in developing a departmental Disaster Recovery Plan. Departments may wish to develop their plans independently or with assistance which can be coordinated by the Branch.

AGENCIES INVOLVED

Under the Government Emergency Planning Regulation, all provincial departments, agencies, and commissions are required to have a disaster recovery plan/business resumption plan.

HEALTH CARE FACILITY - MASS CASUALTY RESPONSE PLANNING MODEL

PURPOSE

The purpose of this model is to assist local authorities to develop, implement, assess, and revise mass casualty response plans for active treatment hospitals.

SCOPE

The model addresses all aspects of planning including, staff responsibilities, activation of the plan and functional area check lists.

CONCEPT

The model is laid out to enable facility administrators to complete pre-designed forms, selecting those aspects which pertain to their facility.

The model contains checklists for the functional areas found in an active treatment care centre. Facilities can apply the model elements which are relevant to their site.

INVOLVED AGENCIES

All active treatment facilities, in particular those with emergency or trauma centres, should have a Mass Casualty Response Plan. The plan should be developed in coordination with municipal disaster planners and emergency response agencies.

HEALTH CARE FACILITY - EXTERNAL EVACUATION PLANNING MODEL

PURPOSE

The purpose of this model is to assist local authorities to develop, implement, assess, and revise evacuation plans for healthcare facilities.

SCOPE

The model addresses all aspects of planning including, staff responsibilities, activation of the plan and functional area check lists.

CONCEPT

The model is laid out to enable facility administrators to complete pre-designed forms, selecting those aspects which pertain to their facility.

The model contains checklists for the functional areas found in health care facilities. Facilities can apply the model elements which are relevant to their site.

INVOLVED AGENCIES

All health care facilities should have an evacuation plan. The plan should be developed in coordination with municipal disaster planners and emergency response agencies.

RECEPTION CENTRE PLANNING MODEL

PURPOSE

The purpose of this model is to assist local authorities to develop, implement, assess and revise the Reception Centre portion of their Municipal Emergency Plan.

SCOPE

The model addresses all aspects of planning, staff responsibilities and activation of the plan and includes checklists for each functional area.

CONCEPT

The model is laid out to enable the Disaster Social Services Manager for the local authority to complete or adapt pre-designed checklists and forms and assemble packages for each Reception Centre functional area.

INVOLVED AGENCIES

All municipalities should have a Reception Centre Plan. The Reception Centre Plan typically includes support from local agencies, organizations, public health as well as local volunteers. The Plan should be reviewed by the Director of Disaster Services to ensure that it dovetails with other aspects of the Municipal Emergency Plan.

OCCUPATIONAL HEALTH - MASS CASUALTY RESPONSE PLAN

PURPOSE

The purpose of this planning model is to assist occupational health personnel to develop, implement, assess, and revise their mass casualty response plan.

SCOPE

The model assists occupation health emergency planners to address all aspects of planning, staff responsibilities, activation of the plan, and includes functional area check lists.

CONCEPT

The planning model is laid out to enable occupational health staff to complete pre-designed forms, selecting those aspects which pertain to their facility.

The model contains checklists for the key response functions at a worksite. Facilities can apply the model elements which are relevant to their site.

INVOLVED AGENCIES

All industrial sites should have a mass casualty response plan. The plan should be developed in coordination with municipal disaster planners and emergency response agencies, and should be a component of the organization's emergency plan.

REGIONAL HEALTH AUTHORITY EMERGENCY PLANNING GUIDE

PURPOSE

The purpose of this guide is to assist Regional Health Authorities (RHAs) to develop a coordinated emergency plan.

SCOPE

The guide allows the RHAs to address all aspects of the corporate response plan, including its activation.

CONCEPT

The guide is laid out to enable the RHAs to select those aspects of the guide which are relevant to their circumstances.

INVOLVED AGENCIES

The guide provides for a plan for each RHA and the individual sites within each Region.

PUBLIC HEALTH EMERGENCY PLANNING GUIDE

PURPOSE

The purpose of this guide is to assist the public health services within a Regional Health Authority to develop and implement the components of a disaster response plan.

SCOPE

The guide allows administrators to address all aspects of planning for environmental health, community health, and/or home care disaster response.

CONCEPT

The guide is laid out to enable the public health authorities to select those portions which are directly relevant to their services.

INVOLVED AGENCIES

The Regional Health Authorities, public health services, acute care and long term care services, social services, and local authorities' Disaster Services Agencies should be involved in the development and implementation of the plan.

EMERGENCY PLANNING GUIDE FOR GROUP HOMES/SENIORS' LODGES

PURPOSE

The purpose of this guide is to provide disaster planning assistance to owners/operators of group homes and seniors' lodges.

SCOPE

The guide allows the owner/operator to address aspects of evacuation and re-location of the residents in the home or lodge.

CONCEPT

The guide is laid out to enable the owner/operator to select those aspects which are pertinent to the facility.

INVOLVED AGENCIES

Development and implementation of an emergency plan will involve the group home/seniors' lodge owner/operator, the local authority's Disaster Services Agency, fire department, and emergency medical services.

DISASTER SOCIAL SERVICES – A PLANNED EMERGENCY RESPONSE

PURPOSE

This document provides information to assist local authorities with the development of the Disaster Social Services portion of their Municipal Emergency Plan.

SCOPE

This document provides information on the process that a local authority can use to establish a Disaster Social Services organization. It also identifies key Disaster Social Services activities during the planning and response phases and outlines events that are likely to impact on the delivery of Disaster Social Services following a disaster.

CONCEPT

This document serves as a guide for local authorities so that they can begin the process of developing a Disaster Social Services organization and response plan.

INVOLVED AGENCIES

The development and activation of the plan will involve the local authority's Disaster Services Agency, social services agencies, public health services and non-governmental organizations.

ALBERTA EMERGENCY PUBLIC WARNING SYSTEM
OPERATIONAL PLAN

PURPOSE

The purpose of this plan is to outline how warnings are issued promptly to the public through the Alberta Emergency Public Warning System when a potential disaster jeopardizes public safety.

SCOPE

The plan provides instructions on use of the system, how to prepare a warning message, and what to do after the system has been activated. It also gives examples of situations in which the system could be activated.

CONCEPT

The system will only be used when public safety is jeopardized and there is no other way to warn the public in time.

The plan provides a framework for management of the system. This includes the CKUA Radio Network, which operates and maintains the system; broadcasters who will carry the emergency warning signal; and Disaster Services which administers the system and provides user training. All of these organizations sit on the Standing Committee of Broadcasters which meets as required to review the system and the plan.

Local authorities within a region served by the system, can designate several authorized users. After a short training session, these users are issued access codes which will allow them to record a public warning message onto the control computer at CKUA radio.

After a user has activated the system, he/she must provide an Activation Report for review by the Standing Committee.

INVOLVED AGENCIES

Organizations that participate in the system include broadcasters, CKUA (as system operator), Disaster Services Branch, Environment Canada, Alberta Environment and municipalities.

Industry Canada (Communications) may occasionally be involved for federal regulatory issues.

PART V

EXECUTIVE SUMMARIES, NATIONAL EMERGENCY ARRANGEMENTS

NATIONAL EMERGENCY ARRANGEMENTS FOR HOUSING AND ACCOMMODATION

PURPOSE

The purpose of the National Emergency Arrangements for Housing and Accommodation (NEAHA) is to create a framework among all government and private sector housing resources for housing and accommodation in an emergency.

SCOPE

If a national emergency is declared, the overall functions of the NEAHA are to:

- control and regulate the use of existing housing and accommodation including the requisition, appropriation, and procurement of real property, dwellings, and commercial and institutional accommodation
- control and regulate the rent, lease, and sale of real property
- assist provinces and municipalities in the technical inspections of housing.

CONCEPT

The NEAHA will be activated only after a national emergency has been declared and the Emergencies Act has been invoked. This is a political process initiated through federal-provincial consultation followed by a federal cabinet decision to declare a national emergency.

The fundamental principle of emergency planning is that the incident will be managed at the lowest level. Provinces have exclusive jurisdiction over property and civil rights and matters of a local and private nature. The federal government will become involved when requested by the province or when the emergency clearly falls within a federal area of responsibility.

In a disaster or emergency, a request to the Canada Mortgage and Housing Corporation (CMHC) for assistance will normally be from the Province of Alberta and be passed through Emergency Preparedness Canada. This does not preclude CMHC from offering assistance.

The NEAHA includes a regional component and a central component:

- **Central component**. The Central component consists of representatives from CMHC and other agencies appointed by the Minister Responsible for CMHC. It is responsible for developing policy, planning at a national level, setting national priorities and liaising with other National Emergency Agencies.

- **Regional component**. The Regional component includes representatives from CMHC and the Alberta Municipal Affairs, Housing and Consumer Affairs Division. It is responsible for managing the accommodation inventory within Alberta, implementing the direction given by the Central component, and providing direction and coordination to the regional elements responsible for housing at the municipal level.

INVOLVED AGENCIES

The principal agencies involved in the NEAHA are CMHC and Alberta Municipal Affairs.

The following federal agencies play major supporting roles in the activation of NEAHA:

- **Public Works and Government Services**. This department is responsible for procuring property on behalf of the government and serving as custodian of office and other common-use property

- **National Emergency Construction Agency**. This agency, when activated, will control and regulate the use of all engineering and construction resources.

NATIONAL EMERGENCY ARRANGEMENTS FOR PUBLIC INFORMATION

PURPOSE

The purpose of the National Emergency Arrangement for Public Information (NEAPI) is to provide inter-departmental and inter-governmental coordination of public communications in emergencies and to ensure that essential and current information is provided promptly.

SCOPE

NEAPI provides planning and operational guidelines to federal and provincial emergency preparedness authorities. This will assist in the smooth integration of plans and arrangements in each jurisdiction for the provision of essential information in emergencies.

CONCEPT

The basis of the NEAPI is that the release of information should be coordinated rather than centralized. Regardless of overall responsibility, lead federal and provincial organizations will work together and act as focal points for decision-making and information exchange.

The extent of bureaucratic and political intervention and control in emergency response will vary with the seriousness, complexity and duration of the incident. For effective coordination, federal crisis communications response is based on a three-level approach:

- **Level 1 Response**. An incident warranting this response could be a public welfare or public order emergency of local concern which municipal and provincial authorities could control quickly, and for which federal support requirements are routine and uncomplicated

- **Level 2 Response**. This would involve an emergency under provincial jurisdiction of unusual magnitude or severity which requires considerable support and assistance from several federal departments and agencies

- **Level 3 Response**. An emergency requiring a Level 3 response would be one of such magnitude that decision-making would shift from the lead department to the Privy Council Office.

Should it become necessary to invoke the Emergencies Act, the National Emergency Public Information Service (NEPIS) may be activated. This organization is led by the Assistant Secretary to the Cabinet (Communications and Consultation). It would assume overall direction of national emergency public information arrangements, and coordinate public information among involved emergency response agencies across the country. NEPIS would represent the ultimate form of Level 3 crisis communications response.

INVOLVED AGENCIES

The principal agencies involved in the NEAPI are:

- **Federal**. Federal policy calls for the "lead organization" principle to take effect. The federal department in whose functional jurisdiction the emergency occurs will assume the role of lead organization in managing a response. Emergency Preparedness Canada may be appointed on an interim basis

- **Provincial**. The Disaster Services and Communications Branches of Alberta Transportation and Utilities and the Public Affairs Bureau are the principal agencies at the provincial level.

NATIONAL EMERGENCY CONSTRUCTION AGENCY

PURPOSE

The purpose of the National Emergency Construction Agency (NECA) is to control engineering and construction resources (including equipment, materiel, and assigned manpower) in the event of a major or national emergency.

SCOPE

If a national emergency is declared, the functions of NECA are:

- to coordinate demands for engineering and constructions resources
- to establish priorities for construction and for the allocation of resources
- to determine the nature and extent of damage to essential public works including roads, bridges, canals, harbours and major utilities as well as structural damage reported by any government department or other National Emergency Agency, and to establish the priority for repair, replacement, demolition or reconstruction.

CONCEPT

NECA will only be activated following the declaration of a national emergency and the invocation of the Emergencies Act. This is a political process initiated by federal-provincial consultation followed by a federal cabinet decision to declare a national emergency.

Within NECA, control will be exercised by means of Priority Construction Permits (PCPs), which will be required for all construction, reconstruction, and major repairs above a specified amount or otherwise subject to controls. It will be necessary for contractors to obtain a PCP, issued by NECA, in order to procure supplies and to carry out construction and engineering projects. All construction or engineering projects, irrespective of their size or scope, will have to conform to national, provincial, and municipal requirements. Receipt of a PCP does not guarantee the availability of supplies, but allows the contractor to request supplies, which will be allocated on the basis of priority and availability.

Priorities for construction and engineering will be established at the appropriate level of government, and will include priorities for construction, reconstruction, repair, and demolition. The establishment of priorities will require coordination between the various divisions of NECA, as well as between NECA, other NEAs, and other government departments, depending on the circumstances and extent of the emergency.

NECA is a control agency and not an emergency response organization. NECA is responsible for controlling resources and issuing permits, but the personnel of the Agency will not plan, initiate or manage construction work, nor will they collect or distribute resources.

There are three components to NECA: federal, provincial, and municipal:

- **Federal component**. The federal component will be provided by Public Works and Government Services Canada. Its responsibilities include formulating national policies, providing guidance to the provinces, establishing priorities for the use of construction resources, and arranging the exchange of resources.

- **Provincial component**. The provincial component consists of representatives from Alberta Public Works Supply and Services and other provincial departments as required. It is responsible for controlling construction and engineering resources, setting priorities, and providing guidance to municipalities with respect to national and provincial policies and priorities.

- **Municipal component**. The municipal component of NECA will be drawn from City Engineering/Public Works, the Building Inspector's Office, and other civic offices as required. The municipal component is responsible for the day-to-day activities of the NECA control function, on-site inspection of approved construction projects, and informing the public on the regulations for the use of resources. Municipalities will also continue to control the issue of local building permits for construction which does not fall within NECA's purview, and will still be responsible for inspections for compliance with codes and safety standards.

INVOLVED AGENCIES

The principal agencies involved in NECA are Public Works and Government Services Canada and Alberta Public Works Supply and Services.

NATIONAL FOOD AND AGRICULTURE EMERGENCY RESPONSE SYSTEM

PURPOSE

The purpose of the National Food and Agriculture Emergency Response System (FAERS) is to mobilize all agri-food sector resources to mitigate the effects of emergencies and to ensure the continuity, adequacy, and safety of Canada's agri-food system.

SCOPE

FAERS responds to emergencies impacting on the Canadian agri-food sector that are beyond the individual capabilities of the federal and provincial governments and the private sector.

CONCEPT

FAERS is an all-hazards emergency management system designed to link the federal, provincial and private sectors in a coordinated response.

FAERS consists of one central federal component and 12 provincial/territorial components. Agriculture and Agri-Food Canada (AAFC) and its regional offices are the central component, and each provincial department of Agriculture/Food/Fisheries becomes a provincial component. Both components are similar in organization and can operate on either a centralized or decentralized basis.

In a national emergency, the Deputy Minister of AAFC is responsible for the Central component, with branch heads and chairpersons becoming departmental emergency response managers within their areas of responsibility. The emergency response managers are members of the National Emergency Management Committee, a decision-making body which sets policies and priorities. A National FAERS Coordinator, normally the branch head most affected by the emergency, is appointed by the Deputy Minister to manage the response.

By invoking the Emergencies Act, all national agri-food resources could be mobilized under the direction of the Minister of AAFC.

Upon activation of FAERS, the following elements of the Central component are formed:

- **National Emergency Management Committee (NEMC)**. NEMC is the current AAFC Departmental Management Committee, with additional representation from other federal and provincial departments. NEMC is chaired by the Deputy Minister, and is responsible for establishing operational policies and priorities, assessing emergency situations, activating FAERS, and advising the Minister on policy decisions.

- **Regional Emergency Management Committee (REMC)**. Consisting of branch directors and senior managers, REMC is the regional decision-making body of AAFC responsible for implementing departmental policies at the regional level. REMC coordinates response activities for AAFC, liaises with the provincial component, identifies food and agriculture requirements with the provincial component, and advises Central FAERS of required assistance.

- **National Agri-Food Advisory Council (NAAC)**. NAAC is a private sector organization established by the Minister. It is the link between the public and private sectors for emergency response and consists of representatives from national agri-food organizations. NAAC advises the Minister, through NEMC, on the impact of policy decisions. NAAC also recommends or evaluates proposed policies on the restriction of exports, the distribution of food and bottled water, and the allocation of resources such as fuel, feed and fertilizer.

- **Interim FAERS Coordinator (INFC)**. During the initial stages of an emergency, the position of INFC is delegated to the Assistant Deputy Minister of Corporate Services, who is responsible for assessing the initial implications of the emergency, activating the Central component, recommending an initial action plan, and briefing the Minister and Deputy Minister as required.

- **National FAERS Coordinator (NFC)**. The NFC, appointed by the Deputy Minister, is responsible for coordinating departmental response to emergencies, implementing NEMC policy decisions, activating the FAERS Operation Coordination Centre, and coordinating resource support to and from provincial governments and other federal organizations.

INVOLVED AGENCIES

The principal agencies involved in FAERS are AAFC and Alberta Agriculture, Food and Rural Development.

NATIONAL EMERGENCY AGENCY FOR ENERGY

PURPOSE

The purpose of the National Emergency Agency for Energy (NEAE) is to regulate and control the production, distribution and repair of facilities for oil, natural gas, electrical power and coal in the event of a national emergency.

SCOPE

If a national emergency has been declared the functions of NEAE are:

- to establish priorities for the use on energy through consultation with the provinces, utilities and the energy industry
- to initiate federal action to control energy to the extent necessary to meet national objectives
- to identify , with provinces, utilities and the energy industry, priority needs for energy when shortages occur and determine how these needs can be met from existing resources
- to recommend locations for new industrial facilities for emergency production
- to provide assistance to the energy industry to maintain adequate security at key energy production facilities.

CONCEPT

The formal activation of NEAE will only follow the declaration of a national emergency and the invocation of the Emergencies Act. This is a political process which would be initiated by federal-provincial consultation followed by a federal cabinet decision to declare a national emergency.

NEAE comprises the oil, natural gas, electrical power and coal sectors of the energy industry. To date, contingency plans exist for only the electrical power and natural gas sectors.

NEAE is unique among NEAs in that there is no regional component. As the energy industry is regulated and often owned by the provinces, provisions are made for early provincial input and consultation.

NEAE is not intended to engage in the day to day operations of energy systems, but rather is intended to ensure that Canada can meet national emergency energy requirements in the longer term.

NEAE is also responsible for acquiring controlled resources (personnel, fuel, materiel and equipment in high demand but short supply) needed for the continued operation of energy production facilities.

NEAE is intended to make maximum use of existing government and industry organizations and programs. NEAE would be activated and staffed by specialists drawn from the federal and provincial governments and the private sector. It would be organized into an executive group and three branches:

- **Supplies Management Branch**. This branch is responsible for controlling energy production, establishing priorities for energy use and determining when and where additional energy production facilities are required.

- **Facilities Repair and Construction Branch**. This branch establishes priorities within the energy system for the use of controlled resources in the construction or repair of facilities.

- **Support Services Branch**. This branch provides administrative, audit and review services to the other branches.

INVOLVED AGENCIES

The principal agency involved in NEAE is Natural Resources Canada. Alberta Energy, Alberta Transportation and Utilities and the Alberta Energy and Utilities Board will also be involved.

PLAN ADMINISTRATION

DISTRIBUTION

This plan is distributed to all provincial departments, selected federal departments, and other organizations requesting a copy.

The Distribution List is on the following pages.

PLAN AMENDMENT

This plan will be reviewed at least annually, or following activations for real events or exercises. Amendments deemed to be required will be prepared and distributed by the Branch. Amendments are to be recorded in the following table.

RECORD OF AMENDMENTS

Amendment Number and Date of Issue	Date Entered into Plan	Name and Signature of Person Entering Amendment